

2012-13

Completing the California Dream Act Application



California Student Aid Commission

888-224-7268

Completing the California Dream Act Application 2012-13

The online Dream Act Application lists the application questions in a different order than the paper application. To find an answer to a question, look up the question here.

Table of Contents.....	2
INTRODUCTION	7
How to complete the application	8
Using a California PIN to sign your application	8
Why complete a Dream Act Application?.....	9
The various student aid programs	9
Am I eligible for California student financial aid?	10
Information resources	10
Frequently Asked Questions	11
The Privacy Act	17
THE APPLICATION PROCESS	18
Getting started	18
Submitting your completed application	18
What happens after you apply	19
Key application dates and deadlines	20
Receiving student aid	20
THE APPLICATION QUESTIONS	21
Overview	21

Completing the California Dream Act Application 2012-13

Completing the Application Questions

Questions 1-31	21
Purpose	21
Questions 1-13	21
1-3. Name	21
4-7. Mailing address	21
8. Not used	21
9. Your date of birth	23
10. Your permanent telephone number	23
11-12. Your driver's license number and state	23
13. Your e-mail address	23
Questions 14-31	23
14. Citizenship status	23
15. Alien Registration Number (A-Number)	24
16. Marital status	24
17. Date of marital status	24
18. State of residence	24
19. Resident before January 1, 2007	25
20. Date (month and year) of legal residence	25
21. Are you male or female?	25
22. Not Used	25
23. Not Used	25
24-25. Father's/mother's highest school level	25
26. High school diploma/GED/Home Schooled/None of the above	25
27. High school information	26
28. First bachelor's degree	26
29. Grade level during 2012-2013 school year	26
30. Degree or certificate	26
31. In addition to grants, are you interested in being considered for work-study?	26
Questions 32-57	27
Purpose	27
How to complete the income tax section	27
Foreign income	28
Questions 32-34	28
32. Filing return	28
33. Type of return filed	28
34. Eligible to file a 1040A or 1040EZ	28
35. Adjusted Gross Income	29
36. Income tax	29
37. Exemptions	29
38. Student's income earned from working	29
39. Spouse's income earned from working	30
Questions 40-42	30
Student Asset Information Instructions	30
Ownership of an asset	30
Assets that are not reported	31

Completing the California Dream Act Application 2012-13

Investments	32
-------------------	----

Student Asset Information Questions.....33

40. Total current balance of cash, savings, and checking accounts.	33
41. Net worth of investments.	33
42. Net worth of business and/or investment farm.....	33
43. Student's 2011 Additional Financial Information.....	34
a. Education credits.	34
b. Child support payments.....	34
c. Taxable earnings from need-based employment programs.	34
d. Student grants and other awards.....	34
e. Combat Pay or Special Combat Pay.....	34
f. Earnings from work under a cooperative education program.....	34
44. Student's 2011 Untaxed Income.....	35
a. Payments to tax-deferred pension and savings plans.....	35
b. IRA and other plans.....	35
c. Child support received.....	35
d. Tax-exempt interest income.....	35
e. Untaxed portions of IRA distributions.....	35
f. Untaxed portions of pensions.....	35
g. Housing, food, and other living allowances.....	35
h. Veterans' noneducation benefits.....	35
i. Other untaxed income and benefits.....	36
j. Money received.....	36

Questions 45-57..... 37

Purpose	37
45. Were you born before January 1, 1989?	37
46. As of today, are you married?	37
47. At the beginning of the 2012-2013 school year, will you be working on a master's or doctorate program (such as an MA, MBA, MD, JD, Ph.D., EdD, graduate certificate, etc.)?.....	37
48. Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training?	38
49. Are you a veteran of the U.S. Armed Forces?	38
50. Do you have children who receive more than half of their support from you between July 1, 2012 and June 30, 2013?.....	38
51. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2013?	39
52. At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court?	39
53. Are you or were you an emancipated minor as determined by a court in your state of legal residence?.....	39
54. Are you or were you in legal guardianship as determined by a court in your state of legal residence?.....	39
55. At any time on or after July 1, 2011, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless?.....	40
56. At any time on or after July 1, 2011, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?	40

Completing the California Dream Act Application 2012-13

57. At any time on or after July 1, 2011, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless? 40

Questions 58-92..... 41

Purpose 41

Who is considered a parent? 41

Questions 58-78..... 41

58. Parents' marital status as of today..... 42

59. Month and year your parents were married, separated, divorced or widowed..... 42

60. Father's/stepfather's Social Security number. 42

61-63. Father's/stepfather's last name, first initial, and date of birth..... 43

64. Mother's/stepmother's Social Security number. 43

65-67. Mother's/stepmother's last name, first initial, and date of birth. 43

68. Your parents' e-mail address. 43

69. State of residence..... 43

70. Resident before January 1, 2007. 43

71. Date (month and year) of legal residence..... 43

72. Number in parents' household. 44

73. Number of college students in parents' household. 44

74-78. Benefits your parents (or anyone in the household) received during 2010 or 2011 45

Instructions for Questions 79-90 (How to complete the income tax section) 45

Foreign income 46

Questions 79-90..... 46

79. Filing return. 46

80. Type of return filed. 46

81. Eligible to file a 1040A or 1040EZ..... 46

82. Dislocated Worker. 47

83. Adjusted Gross Income. 47

84. Income tax 48

85. Exemptions. 48

86. Father's/stepfather's income earned from working..... 48

87. Mother's/stepmother's income earned from working. 48

Questions 88-90..... 49

Parent Asset Information Instructions 49

Ownership of an asset 49

Assets that are not reported 49

Investments 50

Parent Asset Information Questions..... 51

88. Total current balance of cash, savings, and checking accounts. 51

89. Net worth of investments. 51

90. Net worth of business and/or investment farm..... 52

91. Parents' 2011 Additional Financial Information..... 52

91a. Education credits. 52

91b. Child support payments. 52

Completing the California Dream Act Application 2012-13

91c. Taxable earnings from need-based employment programs.	53
91d. Student grants and other awards.	53
91e. Combat Pay or Special Combat Pay.	53
91f. Earnings from work under a cooperative education program.	53
92 Parents' 2011 Untaxed Income.	53
92a. Payments to tax-deferred pension and savings plans.	53
92b. IRA and other plans	53
92c. Child support received	53
92d. Tax-exempt interest income.	53
92e. Untaxed portions of IRA distributions	53
92f. Untaxed portions of pensions	53
92g. Housing, food, and other living allowances.	54
92h. Veterans' noneducation benefits	54
92i. Other untaxed income and benefits.	54
Questions 93-100 (Independent Students)	55
Purpose	55
93. Number in student's (and spouse's) household.	55
94. Number of college students in household	56
95-99. Benefits you (or anyone in your household) received during 2010 or 2011	56
100. Dislocated Worker.	57
Questions 101. a-h (College Codes and Housing Plans)	57
Purpose	57
Federal School Code.	58
Housing plans.	58
Date and Signatures	58
Purpose	58
102. Date this form was completed.	59
103. Student and parent signatures.	59
Giving permission to state agencies to obtain income tax information and certifying your application data	59
Understanding the proper use of a password	59
Alternatives to a parental signature	60
104-106. Preparer's name/Social Security number (SSN)/signature and date.	60
Last revised: March 30, 2012	

Completing the California Dream Act Application 2012-13

Throughout this document an on the Dream Act Application website, “you” and “your” refer to the student, “School” refers to the college, or postsecondary institution you attend or are applying to, and financial aid administrator refers to the Financial Aid Office at the college or postsecondary institution you attend (or are applying to). The online Dream Act Application does not have numbered questions but all the online questions are listed here by question name.

Introduction

The California Dream Act Application is used to determine the California state financial eligibility of students who meet the qualifications of Assembly Bill 540 (AB 540). The California Student Aid Commission (CSAC) will process this application. Any aid received can only be used at eligible California institutions.

The Dream Act Application is not an application for federal financial aid. **Students who have a Social Security Number must file the Free Application for Federal Student Aid (FAFSA).** The FAFSA application is located on-line at www.fafsa.gov. **Students should not complete both applications.**

AB 540 was passed in 2001 to allow AB 540 eligible students in California to pay the lower resident fees at California’s public colleges and universities. In October 2011, AB 131 was signed into law to allow students eligible for AB 540 to also apply during the 2012-13 year for state financial aid like the University of California Grants, State University Grants and Board of Governor’s fee waivers. Starting in January 2013 for the 2013-14 school year, students can apply for Cal Grants.

California law requires that the financial eligibility for students who meet AB 131 criteria be calculated in the same manner as any other student receiving California state financial aid. The law instructs that the federal financial aid methodology (FM) be used to determine a student’s financial need. Most of the questions on this application are also asked on the FAFSA, but it is important **that students who are eligible to file the FAFSA use that application.**

Completing and submitting the Dream Act Application is **free**, whether you file electronically or on paper. This website explains how to complete the 2012-13 *California Dream Act Application* (Dream Act Application) and explains the purpose of the Dream Act Application questions. This site also contains a section that provides answers to a number of frequently asked questions (FAQs). After you review this document, if you have additional questions about state financial aid, or how to complete an electronic or paper application, you may contact your financial aid administrator (FAA) or call CSAC at 888-224-7268. You may also go to the California Dream Act Website at www.caldreamact.org.

Completing the California Dream Act Application 2012-13

How to complete the application

There are two ways to complete a Dream Act Application:

1. Online at www.caldreamact.org (recommended)

Applying online is faster and easier for these reasons:

- The online Dream Act Application has built-in edits to make sure that you answer the key questions.
- Skip logic in the application guides you to answer key questions and may allow you to skip other questions and complete the application faster.
- The schools you list on your application will receive your processed information faster.

2. Paper Dream Act Application

- If you do not have a computer with Internet access at home, you can find Internet access at your local library, high school, or a college financial aid office at a nearby campus.
- Call the Student Aid Commission at 888-224-7268 to ask for a paper Dream Act Application.

Whether you are using the online Dream Act Application or the paper Dream Act Application, you can use the instructions in this guide to help you complete the application process.

Using a California PIN to sign your application

Your California Personal Identification Number (PIN) will serve as your electronic signature. It works much like the personal identification number you get from your bank. You can get a PIN after you complete your application.

You are encouraged to use a California PIN code to sign your Dream Act Application online. For a student who provides parental information on the Dream Act Application, at least one parent whose information is provided on the application must sign the Dream Act Application and can use their own California PIN to sign their application. Later, in the Dependency Questions section (Questions 45-57), we will cover how you can determine if your parents will need to provide information on the Dream Act Application.

Completing the California Dream Act Application 2012-13

Your Application Password

You will choose a password for your application when you start your application. Your password is used to reenter the application after you have started an application but have not yet finished. You can reenter an application without completing it for up to 60 days. After you have completed the application, you may use your PIN or your password to make corrections to the application after it has been submitted.

After you have completed your application, your parent may log-in at www.caldreamact.org to sign the application. Parents must sign the application only if they were required to provide their information. To sign the application, one of your parents must know their birth date and the amount of wages you listed for them when you completed the application.

Be sure to remember your password. You will need it to make corrections to the application. Write it down so you will have it.

Why complete a Dream Act Application?

CSAC uses the data on your Dream Act Application to calculate an Expected Family Contribution (EFC). The EFC is an indicator of your family's financial ability to pay for education after high school. Your school will subtract your EFC from your total cost of attendance. The result is your financial need.

The EFC is not necessarily the amount of money that your family must provide towards your education. Rather, you should think of the EFC as an index that the college will use to determine how much financial aid you will receive if you attend that school.

The information you put on your Dream Act Application will be transmitted to the school(s) you listed on your application. In addition to using this information to calculate your EFC, many schools use this information to determine your eligibility for their financial aid. Some schools may also require you to complete additional applications.

For more information on how the EFC is calculated, go to www.csac.ca.gov. There you will find *EFC Formula Worksheets*, which are a set of forms that explain the need analysis calculation that produces the EFC.

The various student aid programs

There are several categories of student financial aid: grants, loans and work-study. Grants are a form of financial aid that do not have to be repaid. Loans are money that students borrow and must be repaid with interest. Work-study jobs allows students to earn money to help pay for education expenses while enrolled in school.

Completing the California Dream Act Application 2012-13

Your financial aid “package”—the aid your school awards you—may possibly include funds from different sources: These might include:

1. California state financial aid programs
2. Federal student aid programs
3. Private scholarships
4. Campus based scholarships
5. Local scholarships

Note: Not all schools participate in all of the state student aid programs and many students filing the Dream Act Application cannot participate in the federal financial aid programs.

Am I eligible for California student financial aid?

In general, to receive aid from the State of California as a non-resident applying under AB 540 and AB 131, must meet the following requirements:

- Attend high school in California for at least three full years. The three years do not have to be consecutive.
- Earn a high school diploma, General Educational Development (GED) certificate or pass the California High School Proficiency Exam (CHSPE).
- Enroll or be accepted for enrollment in an eligible program as a regular student seeking a degree or certificate.
- If you are without lawful immigration status, you will have to file an affidavit with the college or university you are attending stating that you have filed an application to legalize your immigration status, or that you will file an application as soon as you are eligible to do so.

Each separate California aid program may have specific attendance, grade or financial requirements.

Information Resources

Contact the colleges you hope to attend to inquire on financial aid available to AB 540 students. For information on the Cal Grant, go on-line to www.csac.ca.gov or call 888-224-7268.

CSAC provides the following services:

- Helps you to complete a Dream Act Application or make corrections to a Dream Act Application.
- Answers questions about the State Student Aid PIN
- Advises you how to add colleges on your application so they can receive the information.
- Advises you how to update your mailing address and e-mail address

Completing the California Dream Act Application 2012-13

- Advises you how to check the status of your Dream Act Application
- Advises you how to make corrections
- Explains who is eligible for state student aid
- Sends requested publications

CSAC is not able to do the following:

- Make exceptions to the requirements of the law
- Expedite the student aid application process
- Discuss your student aid file with an unauthorized person
- Influence an individual school's financial aid policies or processes.

You may also find general information about state student aid and the Fund Your Future brochure on www.csac.ca.gov. *Fund Your Future* helps students and parents understand the financial aid process. This publication is for high school students, college students, parents, and adult learners looking for state student aid for their postsecondary education. It can be found at www.csac.ca.gov.

Frequently Asked Questions

Q. Where can I go to get assistance if I have questions while I am completing the Dream Act Application?

A. On the home page, www.caldreamact.org, go to "Resources" on the left side of the page. This page lists all of the available options for getting additional assistance.

Q. Why does CSAC ask for income information from the year before I go to school?

A. The law requires that this information be used. Studies have consistently shown that verifiable income information from the most recently completed year is more accurate than projected income information and provides a reasonable basis for determining family financial strength in calculating the Expected Family Contribution (EFC).

Q. What should I do if my family has unusual circumstances? There is no place on the application to explain these circumstances.

A. If you or your family has unusual circumstances that impact your ability to pay for school (such as loss of employment, loss of benefits, death, or divorce), complete the Dream Act Application to the extent that you can and submit it as instructed. Then talk to the financial aid administrator (FAA) at the school you plan to attend. If your family's circumstances change after you complete the Dream Act Application, the FAA may decide, on a case-by-case basis, to adjust data elements used to calculate your EFC. The FAA's decision is final and cannot be appealed to CSAC.

Q. What should I do if I have a special circumstance and cannot get my parent's data to report on the Dream Act Application?

A. If you are considered a dependent student by the application, but have no contact with your parents and are unable to provide your parents data on the Dream Act Application, you

Completing the California Dream Act Application 2012-13

may have a special circumstance. If you are completing the Dream Act Application online, answer the questions to the best of your ability then sign and submit the form for processing. If you are completing a paper application, complete as much of the form as you can, sign, and submit it for processing. Your application will be incomplete and no EFC will be calculated, however, the financial aid offices at the schools listed on your Dream Act Application will still receive your data. Contact those schools listed on your Dream Act Application for further assistance to complete your application.

Note: Not living with your parents or the fact that your parents do not want to provide their information on your Dream Act Application **are not** considered special circumstances. Examples of special circumstances are when your parent or parents are incarcerated or you had to leave home because of an abusive situation. Your school of attendance will require documentation supporting claims of special circumstances.

Q. If I live with an aunt, uncle, or grandparent, should that relative's income be reported on my Dream Act Application?

A. Generally, no. You can only report your birth parents' or adoptive parents' income on your Dream Act Application. Only if a relative has adopted you and is now your adoptive parent can you report that person's information on your Dream Act Application. However, you must report for question 44(j) any cash support given by relatives except food and housing.

Q. I'm not sure if I am interested in work-study during the school year. What should I enter for the questions asking if I am interested in being considered for work-study?

A. Some schools use the answer about work-study on the Dream Act Application to construct a financial aid package for you. Answering "Yes" to being interested in work-study does not obligate you to accept a campus job. It usually just means that the school will consider offering you a job as part of your financial aid package. If you do indicate on the application that you are interested in work-study, you can change your mind and not accept the work-study job later. Keep in mind that if you answer "No" to the work-study question when you apply—and subsequently change your mind—a job may not be available if all of the jobs available at the school have been awarded to other students.

Q. What if I live with a girlfriend or boyfriend who pays the rent?

A. You should not report any income information for a friend or roommate unless the two of you are actually married. You must report in Question 44(j) any cash support given to you by the friend. This is where you would report the rent the roommate paid on your behalf.

Q. What's the difference between cash support and in-kind support?

A. Cash support is support given either in the form of money or money that is paid on your behalf. You must report cash support as untaxed income. Thus, if a friend or relative gives you grocery money, it must be reported as untaxed income in Question 44(j). If the friend or relative pays your electric bill or part of your rent, you must also report those payments.

Examples of in-kind support are free food or housing that a family receives, usually in exchange for work or services. You usually don't report such support.

Completing the California Dream Act Application 2012-13

However, the application does require you to report the value of housing a family receives as compensation for a job. The most common example is free housing or a housing allowance provided to military personnel or members of the clergy, which is required to be reported in Question 44(g).

Q. When is student aid considered income?

A. Generally, grants and scholarships that do not exceed tuition, fees, books, and required supplies are not considered to be taxed or untaxed income. If you have an ROTC scholarship, a private scholarship, or any other kind of grant or scholarship, that grant or scholarship will be considered as an available resource by the financial aid office when packaging aid.

If required, you should report grants and scholarships you reported on your tax return. You should then report these items as exclusions from income in Question 43(d): Student's 2011 Additional Financial Information. These amounts will be treated as exclusions from your income.

If you have questions regarding what financial aid information you should report on your taxes, you should consult with your tax advisor.

Q. I am now a U.S. citizen but have an Alien Registration Number (A-Number).

How do I indicate this on the application?

A. Indicate that you are a U.S. citizen but do not provide your A-Number. (If you are a US citizen, you should be able to file the FAFSA application. The FAFSA does request the Alien Registration #

Q. I'm going to get married this summer. How do I answer the question that asks if I am married?

A. You must answer Question 46 based on your marital status on the day you complete and sign your Dream Act Application. Answer "Yes" if you are married on the day you complete and sign your Dream Act Application, otherwise, answer "No." If you answer "No" and then marry after you originally file your Dream Act Application, you cannot change your answer. If you are still married when you apply in future years, you will file as a married student at that time.

Q. If I'm an emancipated minor, am I now independent?

A. If you can provide a copy of a court's decision that you are or were an emancipated minor as determined by a court in your state of legal residence, you may meet the definition of an independent student. You would answer "Yes" to question 53 if you are currently an emancipated minor. You would also answer "Yes" if you were an emancipated minor immediately before you reached the age of being an adult in your state. The court must be located in your state of legal residence at the time the court's decision was issued. You may be asked to provide a copy of the court's decision.

Completing the California Dream Act Application 2012-13

Q. What if I am in legal guardianship, am I now independent?

A. If you can provide a copy of a court's decision that you are or were in a legal guardianship as determined by a court in your state of legal residence, you may meet the definition of an independent student. You would answer "Yes" to question 54 if you are currently in legal guardianship. You would also answer "Yes" if you were in legal guardianship immediately before you reached the age of being an adult in your state. The court must be located in your state of legal residence at the time the court's decision was issued. You may be asked to provide a copy of the court's decision.

Q. If I was a National Guard or Reserve enlistee and was called to active duty or was an active duty military member, am I considered a veteran for purposes of completing the Dream Act Application?

A. Yes. If you were a member of the National Guard or a Reserve enlistee called to active duty for other than state or training purposes, and were released under a condition other than dishonorable, you are considered a veteran for Dream Act Application purposes.

Q. If I am currently serving in the National Guard or as a Reserve enlistee and am called to active duty, am I considered an independent student for purposes of completing the Dream Act Application?

A. Yes. If you are currently serving in the National Guard or as a Reserve enlistee and are called to active duty for other than state or training purposes, you would answer "Yes" to Question 49 and would then be considered an independent student.

Q. I'll be filing a tax return this year but I probably won't get around to it until April. How should I answer the financial questions? Should I wait to fill out this form after I've filed my tax return?

A. You and your parents are not required to file tax returns to receive student financial aid. If you or your parents will file tax returns, the returns should ideally be completed before the Dream Act Application is completed. Many schools award aid on a first-come, first-served basis. Also, you may not be eligible for state aid if you wait until the tax filing deadline to submit your Dream Act Application. Many state aid deadlines are early in the calendar year, for example the state Cal Grant deadline is March 2nd. If you haven't completed your tax return, you should calculate your adjusted gross income (AGI) and taxes paid using the instructions for IRS Form 1040. You can get the instructions and the form at a public library or download them in Portable Document Format (PDF) from www.irs.gov/formspubs/index.html.

You and your parents are not required to file tax returns to receive student financial aid. Keep in mind that if you submit your application before you complete a tax return, you may need to make corrections later if your income or tax information isn't accurate. You will also need to return any federal student aid you received based upon incorrect information.

Completing the California Dream Act Application 2012-13

Assuming you are required to file a tax return, you might have to provide your school with a copy of your completed tax return before you receive financial aid.

Q. If my parents are divorced, whose information do I need?

A. Report the information of the parent with whom you lived the most during the 12 months preceding the date you completed the Dream Act Application. It does not make a difference which parent claims you as a dependent for tax purposes. If you did not live with either parent or lived equally with each parent, the parental information must be provided for the parent from whom you received the most financial support during the preceding 12 months or the parent from whom you received the most support the last time support was given.

Q. I am entering financial information for my mother and stepfather on the Dream Act Application. Should I give my father's Social Security number (SSN) and last name, or my stepfather's?

A. If they have an SSN, you should provide the SSN and last name of the same person or people for whom you are reporting financial information. In this case, provide the SSNs and names of your mother and stepfather. If they do not have an SSN, list all zeros in that field.

Q. What should I do if my parent that I live with is remarried and my stepparent refuses to supply information?

A. If you are a dependent student and your parent is remarried, the stepparent's information must be included or you will not be considered for federal student financial aid. If you believe that your situation is unique or unusual, other than your stepparent simply refusing to provide the requested information, you should discuss the matter further with your financial aid administrator.

Q. How does a family decide who should be counted in the household size?

A. Anyone in the immediate family who receives more than 50% support from a dependent student's parents or an independent student and spouse may be counted in the household size even if that person does not reside in the house. For example, a sibling who is over 24 but still receives the majority of his/her support from the parents can be included. Siblings who are dependent (as defined by the Dream Act Application) as of the date you apply for aid are also included, regardless of whether they receive more than 50% of their support from the parents. Any other person who resides in the household and receives more than 50% support from the parents may also be counted, as long as they will continue to reside with your parents and the support is expected to continue through June 30, 2013. An unborn child who will be born during the 2012-13 award year may also be counted in the household size if the parents, or independent student and spouse, will provide more than half of the child's support through the end of the 2012-13 award year (June 30, 2013).

Household size and tax exemptions are not necessarily the same. Exemptions look at the previous year or tax year and household size refers to the school year that the student is applying for aid.

Completing the California Dream Act Application 2012-13

Q. My parents separated four months ago. I live with my mother. My parents filed a joint tax return and claimed me as an exemption. Do I report income for both parents, or for just my mother?

A. Report only your mother's income and asset information because you lived with her the most during the past 12 months. Use a W-2 Form or other record(s) to determine her share of the income reported and taxes paid on the tax return.

Q. If I (the student) am separated but filed a joint tax return, how is the information reported?

A. You should give only your portion of the exemptions, income and taxes paid.

Q. Who qualifies to be counted in the number in school?

A. Any person (other than your parents) who is counted in the household and will be attending any term of the academic year at least half time qualifies to be counted. The person must be working toward a degree or certificate leading to a recognized education credential at a postsecondary school eligible to participate in the federal student aid programs. You (the student) do not have to be enrolled half time to be counted in the number in school.

Q. When does my school have to receive the results from my application?

A. Your schools or schools will receive your application within 8 days of when you complete the application. Please be aware that each campus will require time to process the application. Your school must have your information by the deadline they set for their financial aid programs. However, no further application processing will be done after your last day of enrollment in 2012-13. If your school has not received your application information electronically, you must contact CSAC to have the information sent to them. Do not wait until the deadline date so you have plenty of time to submit your information and make any necessary corrections. Once the school receives your information, they will use your EFC to determine your eligibility for state student aid. The FAA will send you a financial aid award letter explaining the aid the school is offering.

Q. What if I don't print out my Dream Act Application confirmation page? Will I need a copy of that form?

A. No. CSAC will process your application and send it to your school.

If you apply using the online Dream Act Application, you will receive a confirmation page with a confirmation number after you select "Submit." This confirmation guarantees that your application has been received by CSAC. The confirmation number can be used by CSAC to track your application if necessary.

Q. What if I think somebody is misusing state student aid funds?

A. Due to the different jurisdictions involved, financial aid fraud is best reported to multiple agencies. We suggest that you send a hard copy letter, including any documentation you may have of the situation, to the following agencies:

Completing the California Dream Act Application 2012-13

State Attorney General's Office
California Department of Justice Attn: Public Inquiry Unit
P.O. Box 944255
Sacramento, CA 94244-2550
By phone at (800) 952-5225 or online at <http://www.ag.ca.gov/>

California Student Aid Commission
PO Box 419025
Rancho Cordova CA 95741-9025
studentsupport@csac.ca.gov

Please e-mail CSAC anytime or call us Monday through Friday 10:00 am to 4:50 pm at (888) 224-7268 if you have any questions.

The Privacy Act

State and institutional student financial aid programs may also use the information that you provide on the Dream Act Application to determine if you are eligible to receive state and institutional aid. Therefore, the Commission will disclose the information that you provide on this form to each institution you list in Questions 101a-101h.

Without your consent, the Commission may disclose information that you provide to entities under a published "routine use" rule. Under such the routine use rule, we may disclose information to third parties authorized to assist us in administering our programs

We may request additional information from you to process your application more efficiently. We will collect this information only as needed and on a voluntary basis.

Completing the California Dream Act Application 2012-13

The Application Process

Getting started

You have two options to complete the application:

- Online at www.caldreamact.org (recommended)
- Paper Dream Act Application
If you do not have a computer with Internet access at home, you can find Internet access at your local library, high school, or a college financial aid office at a nearby campus.

To complete the online Dream Act Application, you begin by going to www.caldreamact.org. Provide your name, date of birth, and address. You will be guided through a preliminary step-by-step application process which lists the following time-saving suggestions:

- If applicable, gather the following documents –
 - ✓ W-2 forms and other 2011 records of income (if you or your parents have any)
 - ✓ 2011 income tax return (s) (if you or your parents have one) For more information if you or your return(s) have not been completed, see the instructions on the Dream Act Application
 - ✓ Records of child support paid (if applicable)
 - ✓ Records of student grant, scholarship and fellowship aid, including AmeriCorps awards, that was included in your (or your parents') AGI
 - ✓ Current stock, bond, and other investment records (if applicable)
 - ✓ Current business and farm records (if applicable)
 - ✓ Current bank statements (if applicable)
- Print and complete the Dream Act Application Worksheet. This will help you complete the application.
- Note eligibility requirements.
- Note important deadline dates.

Completing the Application

The online Dream Act Application does not have numbered questions but all the online questions are listed here by question name. Double-check your answers to make sure they are complete and accurate. Unless instructed, do not leave any questions blank on the Web version or paper version of the application.

Completing the California Dream Act Application 2012-13

Be sure you have provided the necessary signatures electronically or on paper.

If you are applying electronically:

- Follow the online instructions to print a copy of your application for your records
- Be sure to submit your application and print your confirmation page
- Write down your password and PIN Code

If you are applying on paper:

- Make copies of your completed application for your files before you mail it
- Do not mail letters, tax forms, or any extra materials with the application. **They will be destroyed**
- Make sure that you put any important documents such as tax forms or letters in a secure file so you can refer to them in the future if you need them.
- To mail in your completed application, put the form (pages 3 through 8) in an envelope and mail the completed application to the appropriate address as follows:

California Student Aid Commission
Cal Grant Operations
P.O. Box 419077
Rancho Cordova, CA 95741-9077

This address is also listed on the front page of the paper Dream Act Application

Submitting your completed application

If you do not sign your online Dream Act Application electronically with a PIN, you, and dependent student's parents, will need to print out, sign, and mail in a signature page with the proper signatures within 14 days. Submitting a signature page will increase the time it takes to:

- process your application, and
- transmit your application data to the schools you listed on your application.

Remember, you must sign, date, and mail the form to the address provided. Use a pen with black ink. Also, dollar amounts should be rounded to the nearest whole dollar. Dates must be reported in numbers in the boxes provided, and numbers below 10 should have a zero in front. (For instance, April would be reported as 04.) Print clearly in capital letters and skip a space between words.

What happens after you apply?

After receiving your completed application, CSAC will analyze your Dream Act Application information and, using a formula established into law by Congress, calculate an **Expected Family**

Completing the California Dream Act Application 2012-13

Contribution (EFC) for you. The results of your application will be sent to the schools you list on your application.

You also can check your application status by going to www.caldreamact.org. If you filed a paper Dream Act Application, you can check the status 14 days from the date you mail the application. Another way to check the status of your application is by calling CSAC.

*****If you need to make changes to your application information, follow the procedures in the previous paragraph. You will then be given the option to make any necessary changes or corrections. However, you must not make any changes to income or asset information if that information was correct at the time you submitted your original application. Such information represents a “snapshot” of your family’s financial strength and should not be updated.

Key application dates and deadlines

CSAC must receive your completed application no later than June 30, 2013 but schools may have much earlier deadlines! In all cases, your school must have your correct and complete application information by **your last day of enrollment during the 2012-13 year**. There are no exceptions to this requirement.

It is important to note that the state and each school’s deadlines will vary. These deadlines are often early in the calendar year (2012 for the 2012-13 award year). Check with your school’s financial aid office to make sure you are aware of—and are able to meet—all student financial aid deadlines. Therefore, you should apply as soon as possible.

Receiving student aid

Aid from the State of California student aid programs will be paid to you through your school. The school will notify you of your aid package. Your financial aid awards will likely be prorated and disbursed each payment period (semester, quarter, trimester, etc.). Typically, your school will first use the aid to pay tuition and fee charges and room and board, if provided by the school. Any remainder will be paid to you for your other education-related expenses.

To meet your financial need, each school you list on the Dream Act Application will send you a notice of the types and amounts of aid you’re eligible to receive. **Financial need** is the difference between your school’s **cost of attendance** (including living expenses), as calculated by your school, and your **EFC**. The amount of your financial aid award will be affected by whether you’re a full-time or part-time student and whether you attend school for a full academic year or less.

If you believe that you have unusual circumstances that should be taken into account in determining your financial need, contact the financial aid administrator at the school awarding your aid. Unusual circumstances might include extremely high medical or dental expenses or a significant change in income from one year to the next. **Please note that the financial aid administrator’s decision is final and cannot be appealed to CSAC.**

Completing the California Dream Act Application 2012-13

The Application Questions

Overview

The next section will guide you step-by-step through the application questions. If you are using the online Dream Act Application, you will be asked to either key in your answers or use the drop-down menus or radio buttons to select your answers. If you are filing a paper Dream Act Application, use the, “Notes” pages as a guide to complete the answers on the six-page application.

Prior to completing the online Dream Act Application, you should fill out the Dream Act Application Worksheet and print it to help you prepare to complete the Dream Act Application online. By taking this action, you can easily transfer the data from the worksheet to the Web when you begin completing the Dream Act Application online.

Online Dream Act Application has a built in skip logic so some filers may be able to skip certain questions based on their answers to earlier questions. For example, you will be able to skip the parents question if you are an independent student.

Questions 1-31 (All applicants must complete)

These question numbers refer to the questions on the paper Dream Act Application the same questions are asked on the on-line Dream Act Application. On both the paper application and the on-line application some question numbers are skipped due to the use of skip-logic and due to program changes.

Purpose: These questions collect personal identification information (name, telephone number, address, and so on).

Questions 1-13

1-3. Name. You are required to provide your name. The name provided for this question should match exactly the name on your high school and college records. If your name has a suffix, such as Jr. or III, include a space between your last name and the suffix. If you use a name (such as a nickname) other than the name on your school records, this could prevent you from getting student financial aid or there might be a delay in the awarding of your aid.

4-7. Mailing address. You are required to provide a permanent home mailing address (not a school or office address).

Use the table on page 22 to determine the two-character code for your state, territory, province or country. A homeless student may use his or her school’s administrative address. If such a student uses a school’s administrative address, the school’s financial aid administrator (FAA) must include a letter with the Dream Act Application indicating that the student is homeless and is therefore using the school’s address.

Completing the California Dream Act Application 2012-13

Alabama	AL	Nebraska	NE
Alaska	AK	Nevada	NV
Alberta	AB	Newfoundland	NF
American Samoa	AS	Newfoundland/Labrador	NL
Arizona	AZ	New Brunswick	NB
Arkansas	AR	New Hampshire	NH
Armed Forces - Americas	AA	New Jersey	NJ
Armed Forces - Europe	AE	New Mexico	NM
Armed Forces - Pacific	AP	New York	NY
British Columbia	BC	North Carolina	NC
California	CA	North Dakota	ND
Canada	CN	Northern Mariana Islands	MP
Colorado	CO	Northwest Territories	NT
Connecticut	CT	Nova Scotia	NS
Delaware	DE	Nunavut	NU
District of Columbia	DC	Ohio	OH
Federated States of Micronesia	FM	Oklahoma	OK
Florida	FL	Ontario	ON
Georgia	GA	Oregon	OR
Guam	GU	Palau	PW
Hawaii	HI	Pennsylvania	PA
Idaho	ID	Prince Edward Island	PE
Illinois	IL	Puerto Rico	PR
Indiana	IN	Quebec	PQ, QC
Iowa	IA	Rhode Island	RI
Kansas	KS	Saskatchewan	SK
Kentucky	KY	South Carolina	SC
Louisiana	LA	South Dakota	SD
Maine	ME	Tennessee	TN
Manitoba	MB	Texas	TX
Marshall Islands	MH	Utah	UT
Maryland	MD	Vermont	VT
Massachusetts	MA	Virgin Islands	VI
Mexico	MX	Virginia	VA
Michigan	MI	Washington	WA
Minnesota	MN	West Virginia	WV
Mississippi	MS	Wisconsin	WI
Missouri	MO	Wyoming	WY
Montana	MT	Yukon	YT

Completing the California Dream Act Application 2012-13

9. Your date of birth. You are required to provide your date of birth. Enter in the appropriate boxes of the paper Dream Act Application the month, day and year in which you were born (formatted as MMDDYYYY). Do not use dashes on either the Web or paper applications. For example, if you were born on April 1, 1993, you would enter 04011993.

10. Your permanent telephone number. Enter your permanent telephone number where you can be contacted. Follow the instructions showing how to enter the number. For example, parentheses and dashes are used on the paper forms: (818) 555-1212; however, on the online *Dream Act Application*, you would enter 8185551212.

11-12. Your driver's license number and state. If you have one, enter your driver's license number (11) and its state of issue (12). If you do not have a driver's license, leave Questions 11 and 12 blank.

13. Your e-mail address. Enter your e-mail address if you want to receive your information electronically. CSAC will use this address as your primary contact address.

Questions 14-31

14. Citizenship status. You are required to indicate your citizenship status. This information is not used to determine your eligibility for student financial aid. If you are completing a paper or PDF Dream Act Application, fill in the appropriate circle. Online, select your citizenship status by using the drop-down menu.

Note: You do not have to be a citizen to receive state student financial assistance. Only U.S. citizens and eligible noncitizens are eligible to receive federal student aid.

For financial aid purposes, an **eligible noncitizen** has a specific meaning. An eligible noncitizen is a person who is one of the following:

- A U.S. permanent resident who has a Permanent Resident Card (I-551 or I-151) (also known as a green card)
- A conditional permanent resident with a conditional Green Card (I-551C)
- A noncitizen with an Arrival-Departure Record (I-94) from the Department of Homeland Security (DHS) (specifically, the U.S. Citizenship and Immigration Services) showing any one of the following designations: "Refugee," "Asylum Granted," "Paroled" (the I-94 must confirm 'paroled for a minimum of 1-year and status' has not expired), "Conditional Entrant" (valid only if issued before April 1, 1980) or "Cuban-Haitian Entrant, status pending"
- A student also may qualify as an eligible noncitizen if he or she holds a T-visa (for victims of human trafficking) or if his or her parent holds a T-1 visa.

Completing the California Dream Act Application 2012-13

- You are also considered an eligible noncitizen if you are a person who is considered a Battered Immigrant-Qualified Alien.

If you are not a U.S. **citizen or an eligible noncitizen**, you are not eligible for California state or federal student aid; for example, you are not eligible if you are in the U.S. on one of the following:

- An F-1, F-2 or M-1 student visa
- A J-1 or J-2 exchange visitor visa
- A B-1 or B-2 visitor visa
- A G series visa (pertaining to international organizations)
- An H series or L series visa (allowing temporary employment in the U.S.)
- A “Notice of Approval to Apply for Permanent Residence” (I-171 or I-464)
- An I-94 stamped “Temporary Protected Status”

However, AB 540 eligible students must meet different eligible criteria and citizenship status is not used.

If you are not a citizen or eligible noncitizen, you should fill out the Dream Act Application and submit it for processing because you may be eligible for state or institutional aid.

15. Alien Registration Number (A-Number). If you have one, please provide your A-Number. Enter your eight- or nine-digit A-Number. Leave the first space blank if you have an eight-digit A-Number. This is not used to determine your eligibility for student financial aid but may be needed by your campus to maximize your consideration for other programs.

If you answered “No, I am not a citizen or eligible noncitizen” to Question 14, do not provide an A-Number in this question.

16. Marital status. If you are married, you are required to provide your marital status as of the date the application is signed. Your marital status directly affects how your income and assets are treated in the Expected Family Contribution (EFC) calculation. If your marital status changes after the date you first signed your Dream Act Application, you may be able to update that information. First, check with your financial aid office. They will determine if the update is necessary to more accurately reflect your financial situation.

17. Date of marital status. Enter the date (the month and the year) you were married, separated, divorced, or widowed. If you never married, leave this question blank.

Completing the California Dream Act Application 2012-13

18. The state where you live. You are required to provide the state in which you live. If you are a dependent student, this is usually the state in which your parents live. If you moved from your family's home into a state for the sole purpose of attending a school, do not count this state as your residence state.

Your state of residence is used in the EFC calculation to determine the appropriate allowance for state and other taxes paid by state residents.

19. Did you become a resident of that state before January 1, 2007. Select "Yes" if you become a resident of California before January 1, 2007 or "No" if you become a resident of California on or after January 1, 2007. Answering this question is not required for California state student financial assistance.

20. Date (month and year) of you started living in that state. If you answered "No" to Question 19, provide the month and year you began living in the state. We will use this information to determine whether you meet its specific residency criteria for state aid.

21. Are you male or female? You are required to indicate whether you are male or female.

Most males, age 18 through 25 must be registered with Selective Service to be eligible for state student aid. You can register on the Web at www.sss.gov.

If you believe that you are not required to register, call the Selective Service office at 1-847-688-6888 for information regarding exemptions.

22. Not Used

23. Not Used

24-25. Father's/mother's highest school level. Indicate your father's/mother's highest level of schooling. "Father" and "mother" in these questions mean your birth parents or adoptive parents, but not stepparents or foster parents. If you don't know the answer, select or fill in "Other/unknown." These questions do not affect your eligibility for federal student aid. Some state and institutional programs use the information provided here to offer aid to first-generation college students.

Note that **this definition of parents is unique to these two questions.** All other questions use the definition given on page 6 of the paper form and elsewhere on this site (see Questions 58-92).

26. High school diploma/GED/Home Schooled/None of the above. You are required to indicate your high school completion status or its equivalent before beginning the 2012-2013 school year. Choose from the following:

High school diploma

Completing the California Dream Act Application 2012-13

General Educational Development (GED) certificate
Home schooled
None of the above

27. High school information. If you indicated in Question 26 that you have a high school diploma, please indicate in this question the name, city, and state of the high school from which you received or will receive your high school diploma. If you are filing on the web and your high school is not found in the listing, you should type in the name, as well as the city and the state in which the school is located.

28. First bachelor's degree. Will you have your first bachelor's degree before July 1, 2012?

29. Grade level during 2012-2013 school year. Choose from the following:

Never attended college and 1st-year undergraduate (high school seniors and/or first-time students should choose this grade level)
Attended college before and 1st-year undergraduate
2nd-year undergraduate/sophomore
3rd-year undergraduate/junior
4th-year undergraduate/senior
5th-year/other undergraduate
1st-year graduate/professional
Continuing graduate/professional or beyond

Grade level does not mean the number of years you have attended college. It means grade level in regard to completing your degree/certificate. (For example, if you have been enrolled less than full time, you may be considered a second year student even though you have been attending for part of three years.)

30. Degree or certificate. Choose from the following to indicate the expected degree or certificate you will be working on during the 2012-2013 school year. If your degree or certificate does not fit any of these categories, or if you are undecided, choose Other/undecided."

1st bachelor's degree
2nd bachelor's degree
Associate degree (occupational or technical program) Associate degree (general education or transfer program)
Certificate or diploma for completing an occupational, technical, or education program of less than two years
Certificate or diploma for completing an occupational, technical, or education program of two or more years Teaching credential (non-degree program) Graduate or professional degree Other/undecided

31. In addition to grants, are you interested in being considered for work-study?
Choose from the following: Yes, No, Don't know

Completing the California Dream Act Application 2012-13

Many schools use the information from this question to determine what types of aid to award. If you are not sure you want work-study, you should still indicate an interest in the program. Since most schools have limited work-study funds, these funds might not be available at a later date. You can always change your mind at a later date and decline any awarded aid that you don't want.

Questions 32-57 (All applicants must complete) Instructions

Purpose: All students (dependent and independent) must provide their financial information for these questions. The Expected Family Contribution (EFC) calculation, determined by a formula specified by law, uses a family's income, assets, exemptions, and household size to determine whether the family has discretionary income. If the family has discretionary income, a portion, and only a portion, of that income is included in the EFC as available for the student's educational costs.

How to complete the income tax section

If you and your parents will be filing a tax return, it is best to use a completed 2011 income tax return to fill out this application. You should calculate your adjusted gross income (AGI) and taxes paid using the applicable IRS instructions. You can get the instructions and the appropriate tax form at a public library or download them in Portable Document Format (PDF) from www.irs.gov/formspubs/index.html.

When your application is compared with the tax return actually filed, the financial information must agree. If there are differences, you must correct the information online at www.caldreamact.org

Even if you and your parents **are not required to file a 2011 income tax return**, you will need to calculate your earnings for the year. Use W-2 forms and other records to answer the questions in this section.

If an answer is zero or a question does not apply to you, enter 0 (zero). Do not leave any of these questions blank.

For the 2012-2013 Dream Act Application, you will use 2011 tax information to answer the income tax questions. The income tax questions give 2011 Internal Revenue Service (IRS) tax form line references. If you will not be filing 2011 year taxes, you will be instructed to not answer some questions

If you are **married** at the time you submit the Dream Act Application, even if you were not married in 2011, both your **and** your spouse's income, assets and exemptions must be reported. If you and your spouse filed (or will file) **separate tax returns** for 2011, be sure to include the combined information from both returns on the Dream Act Application.

If you are single, divorced, separated, or widowed, you must answer the questions for yourself only and ignore the references on the Dream Act Application to "spouse."

Completing the California Dream Act Application 2012-13

If you are **divorced, separated, or widowed** but filed (or will file) a joint tax return for 2011, you must give only your portion of the exemptions, income and taxes paid for the income and asset questions.

Use the information from one of the following 2011 income tax forms to complete the Dream Act Application in the same manner as U.S. tax information: the income tax return required by Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, Swain's Island, or the Northern Marianas Islands or one of the Freely Associated States (the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau. The amounts on these returns are already reported in U.S. dollars.

Foreign income

Income earned in a foreign country is treated the same as income earned in the U.S. Convert all figures to U.S. dollars, using the exchange rate in effect on the day you complete the Dream Act Application. You can find information on current exchange rates at www.federalreserve.gov/releases/h10/current.

Include the value of any taxes paid to the foreign government in the "U.S. income tax paid" line item. If income earned in the foreign country was not taxed by the central government of that country and was not subject to the foreign income exclusion based on filing an IRS Form 2555 or 2555EZ, the income must be reported as untaxed income in Question 44(i).

In many cases, if you file a return with the IRS for a year in which foreign income was earned, a portion of the foreign income can be excluded on IRS Form 2555 for U.S. tax purposes. The figure reported on line 45 of Form 2555 (or line 18 of Form 2555EZ) should not be reported in Question 44(i).

Questions 32-34

32. Filing return. Indicate whether you have already completed, are going to complete, or will not file a tax return for 2011.

33. Type of return filed. Indicate which tax form you filed or will file for 2011 or leave blank if you will not be filing.

34. Eligible to file a 1040A or 1040EZ. Regardless of what tax form you filed, or even if you did not file, indicate whether you were eligible to file a 1040A or 1040EZ

Answer "Yes" to eligible to file a 1040A or 1040EZ if you

- make less than \$100,000,
- do not itemize deductions,
- do not receive income from your own business or farm, and
- do not receive alimony.

Completing the California Dream Act Application 2012-13

Also answer “Yes” if you

- filed a 1040 only to claim American Opportunity, Hope, or Lifetime Learning credits and you would have otherwise been eligible to file a 1040A or 1040EZ, or
- filed a 1040 and were not required to file a tax return.

Answer “No” if you

- itemize deductions,
- are self-employed,
- receive alimony, or
- are required to file Schedule D for capital gains.

If you will not be filing a tax return, skip question 35, 36 and 37.

35. Adjusted Gross Income. If you filed or will file a US tax form, provide your (and your spouse’s) adjusted gross income (AGI) for 2011. AGI is found on IRS Form 1040—line 37; 1040A—line 21; or 1040EZ—line 4. If you have not completed a 2011 tax form, you should calculate your AGI using the instructions for the applicable IRS form. You can get the instructions and the form at a public library or download them in Portable Document Format (PDF) from www.irs.gov/formspubs/index.html.

Note: AGI includes more than just wages earned; for example, it also includes interest, dividends, alimony, taxable portions of Social Security, and business income. Leave this question blank if you will not be filing a federal income tax form.

36. Income tax. If you filed or will file a US tax form, enter your (and your spouse’s) 2011 income tax from IRS Form 104—line 55; 1040A—line 35; or 1040EZ—line 10. Do **not** copy the amount of federal income tax **withheld** from a W-2 Form. Do not include any FICA, self-employment, or other taxes. If you did not pay any income tax for 2011, enter zero (0).

37. Exemptions. If you filed or will file a US tax form, enter your (and your spouse’s) exemptions for 2011. Exemptions are on IRS Form 1040—line 6d or 1040A—line 6d. If you checked the “You” or “Spouse” box on 1040EZ—line 5, use 1040EZ worksheet line F to determine the number of exemptions (\$3,700 equals one exemption). If you didn’t check either box on line 5, you should enter “**01**” if single or “**02**” if married.

If you are divorced, separated, or widowed, and have filed or will file a joint tax return for 2011, you should give only your portion of the exemptions.

38. Student’s income earned from working. Enter your 2011 income earned from work (wages, salaries, tips). You must answer this question. The amount reported here will receive certain

Completing the California Dream Act Application 2012-13

income allowances (deductions) from your income for necessary expenses (such as taxes and basic living costs).

39. Spouse's income earned from working. If you are married, enter your spouse's 2011 income earned from work (wages, salaries, tips). The amount reported here will receive certain income allowances (deductions) from your income for necessary expenses (such as taxes and basic living costs).

If you filed (or will file) a tax return, you should include **your share only** from IRS form 1040—lines 7 + 12 + 18 + Box 14 of IRS Schedule K-1 (Form 1065); 1040A—line 7; 1040EZ – line 1. Even if you filed a joint return, you must report your and your spouse's earnings **separately**.

If you filed a tax return using other than an IRS form, such as a foreign or Puerto Rican tax form, you should report on the Dream Act Application the amounts (converted to U.S. dollars) from the lines of the non-IRS form that correspond most closely to those on the IRS forms.

If you did not file a tax return, you should report your earnings from work in 2011. You can find this information on your W-2 Form(s) or by totaling the wages that you received for the year.

Questions 40-42

Student Asset Information Instructions

An asset is defined as property that has an exchange value. The purpose of collecting asset information is to determine whether your family's assets are substantial enough to support a contribution toward your cost of attendance (COA). For these questions, only the net asset value is counted in the need analysis. To determine the net value of any asset, you first determine the market value of the asset and reduce the value by the amount of debt against that asset. The result is the net value of the asset.

Ownership of an asset

Ownership of an asset may be divided or contested in several situations:

- **Part ownership of asset.** If you (or your spouse) own an asset with others and therefore only own a portion or percentage of the asset, you (or your spouse) should report the net asset value that represents only your share of the asset owned. You would determine the current market value of the asset, reduce the value by any outstanding debt, and then multiply the net asset value by your ownership percentage. This result is then reported on the Dream Act Application.
- **Contested ownership.** An asset should not be reported if its ownership is being legally contested. For instance, if you and your spouse are separated and you may not sell or

Completing the California Dream Act Application 2012-13

borrow against jointly owned property that is being contested, the Dream Act Application information you report would not list any value for the property or any debts against it. If ownership of the asset is resolved after the initial application is filed, you may not update this information. However, if ownership of the property is not being contested, you would report the property as an asset.

- **Lien against asset.** If there is a lien or imminent foreclosure against an asset, the asset would still be reported on the Dream Act Application until the party holding the lien or making the foreclosure completes legal action to take possession of the asset. If the status of the property changes after the application is filed, you may not update the asset information.

Assets that are not reported

Below are examples of assets that are not reported:

- **Principal place of residence/family farm.** Your principal place of residence is not reported as an asset. Neither is your family farm if the farm is your principal place of residence and your family “materially participated in the farm’s operation.”
- **A small business with 100 or fewer employees.** If your family owns and controls more than 50 percent of a small business that has 100 or fewer full-time or full-time equivalent employees, do not report the net value of the business as an asset. For small business value, your family includes (1) persons directly related to you, such as a parent, sister or cousin, or (2) persons who are or were related to you by marriage, such as a spouse, stepparent, or sister-in-law.
- **Personal possessions.** Do not report possessions such as a car, a stereo, clothes, or furniture. By the same token, personal debts such as credit card debt cannot be reported.
- **Pensions and Whole Life Insurance.** The cash value or built-up equity of a life insurance policy (often referred to as a whole-life policy) isn’t reported as an asset. The income distributed to the beneficiary must be reported as income.
- **Excluded Assets From Native American Students.** Do not report any property received under the Per Capita Act or the Distribution of Judgment Funds Act (25 United States Code [USC] 1401, et seq.), the Alaska Native Claims Settlement Act (43 USC 1601, et seq.), or the Maine Indian Claims Settlement Act (25 USC 1721, et seq.).

Completing the California Dream Act Application 2012-13

Investments

Rental properties. Generally, rental properties must be reported as investment assets rather than as business assets. To be reported as a business, a rental property would have to be part of a formally recognized business. (Usually such a business would provide additional services, such as regular cleaning, linen or, maid service.)

“Take-back” mortgages. In a “take-back” mortgage, the seller takes back a portion of the mortgage from the buyer and arranges for the buyer to repay that portion of the mortgage to the seller. For IRS purposes, the seller must report the interest portion of any payments received from the buyer on Schedule B of IRS Form 1040. If an amount is reported on Schedule B, the family should report the outstanding balance of the remaining mortgage on the Dream Act Application as an investment asset.

Trust funds. If trust funds are in your (or your spouse’s) name, they should be reported as your asset on the Dream Act Application. In the case of divorce or separation, where the trust is owned jointly and ownership is not being contested, the property and the debt are equally divided between the owners for reporting purposes, unless the terms of the trust specify some other method of division.

How the trust must be reported varies according to whether you (or your spouse) receive or will receive the interest income, the trust principal or both. If you (or your spouse) receive only interest from the trust, any interest received in the base year must be reported as income. Even if interest accumulates in the trust and is not paid out during the year, if you will receive the interest, you must report an asset value for the interest you will receive in the future. The trust officer can usually calculate the present value of the interest you will receive while the trust exists. This value represents the amount a third person would be willing to pay to receive the interest income you (or your spouse) will receive from the trust in the future.

The present value of the principal is the amount a third person would pay at present for the right to receive the principal when the trust ends (basically, the amount you would have to deposit now to receive the amount of the principal when the trust ends, including the accumulated interest). Again, the trust officer can calculate the present value.

As a general rule, you must report the present value of the trust as an asset, even if your (the beneficiary’s) access to the trust is restricted. If the creator of a trust has voluntarily placed restrictions on the use of the trust, then you should report the trust in the same manner as if there were no restrictions. However, if a trust has been restricted by court order, you should not report it as an asset. An example of such a restricted trust is one set up by court order to pay for future surgery for the victim of a car accident.

Completing the California Dream Act Application 2012-13

Student Asset Information Questions

40. Total current balance of cash, savings, and checking accounts. Include the balance of your (and your spouse's) cash, savings, and checking accounts **as of the date the Dream Act Application is completed**. Do not include student financial aid.

41. Net worth of investments. Net worth means current value minus current debt. Investments include real estate such as rental property, land and second or summer homes. Do not include your primary place of residence (your home). Include the value of any multifamily dwellings that you own, except that you must exclude the portion of the value of a dwelling that is your residence. Investments also include trust funds, Uniform Transfers to Minors Act (UTMA)/Uniform Gifts to Minors Act (UGMA) Custodial Accounts, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, Coverdell savings accounts, 529 college savings plans, the refund value of 529 prepaid tuition plans, installment and land sale contracts (including mortgages held), commodities, etc. Do not include the value of life insurance and retirement plans (401[k] plans, pension funds, annuities, non-Education IRAs, Keogh plans, etc.). Do not include UTMA or UGMA accounts for which you are the custodian but not the owner.

You should report the value of all qualified educational benefits or education savings accounts, such as Coverdell savings account, 529 college savings plan or the refund value of a 529 prepaid tuition plan in Question 41 if you or your spouse own the account and you are not reporting parental information on this application.

If you are a dependent student who owns qualified educational benefits savings accounts, such as Coverdell savings accounts, 529 College Savings Plans, or the refund value of 529 prepaid tuition plans, you must report the values in Question 89, with your parents' asset information.

Investment Value – Investment Debt = Net Worth of Investments

If you (and your spouse) own real estate or investments other than your principal residence, their value equals the amount they are worth today. Investment debt equals how much you (and/or your spouse) owe on real estate and investments other than your principal residence. Investment debt means only those debts that are related to the investments.

Subtract the amount of debt on these assets from their value to determine the net worth of the asset. Indicate this amount in **Question 42** for net worth of investments.

42. Net worth of business and/or investment farm. Business or farm value includes the current market value of land, buildings, machinery, equipment, inventory, etc. Do not include your primary home. Do not include the net worth of a family owned and controlled small business with not more than 100 full-time or full-time equivalent employees.

Business/Farm Value – Business/Farm Debt = Net Worth of Business/Farm

For business or investment farm value, first figure out how much the business or farm is worth today. An investment farm is a farming business where the student (and/or spouse, if married) does not reside on the farm, nor do they materially operate the farm.

Completing the California Dream Act Application 2012-13

Business or investment farm debts are what you (and/or your spouse) owe on the business or farm. Include only debts for which the business or farm was used as collateral.

Subtract the amount of debt from the value. Indicate this amount in Question 42 for net worth of business and/or investment farm.

To report current market value for a business, you must use the amount for which the business could sell as of the date of the application. Also, if you are not the sole owner of the business, you should report only your share of its value and debt.

43. Student's Additional Financial Information. Enter combined amounts for you and your spouse.

- a. Education credits.** Enter the total amount of American Opportunity, Hope, or Lifetime Learning credits you (or your spouse) received from Form 1040—line 49 or 1040A—line 31. The American Opportunity, Hope, or Lifetime Learning tax credits benefit students or parents who pay tuition and related expenses for attendance at least half time in a degree-granting program. These tax credits are subtracted directly from the total federal tax on a tax return. For more information about these tax credits, visit the IRS website at www.irs.gov/pub/irs-pdf/p970.pdf.
- b. Child support payments.** Enter child support payments paid by you (or your spouse) because of divorce, separation, or as a result of a legal requirement. Do not include support for children in your household, as reported in the “number in household” question on the Dream Act Application (Question 93). A child is a member of your household if you provide more than half of the child’s support, whether they live with you or not.
- c. Taxable earnings from need-based employment programs.** Enter earnings from need based work programs including Federal Work-Study and need- based employment portions of fellowships and assistantships.
- d. Student grants and other awards.** Enter any student grant and scholarship aid reported to the IRS in your AGI. This includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant and scholarship portions of fellowships.
- e. Combat Pay or Special Combat Pay.** Enter only the amount that was taxable and included in your adjusted gross income. Don’t include untaxed combat pay reported on the W-2 (Box 12, Code Q).
- f. Earnings from work under a cooperative education program.** Enter here any amounts you earned from work under a cooperative education program offered by an institution of higher education.

Completing the California Dream Act Application 2012-13

44. Student's 2011 Untaxed Income. Enter the combined amounts for you and your spouse (if you are married). If you have any income in these categories, enter it even if you will not be filing taxes.

- a. Payments to tax-deferred pension and savings plans.** Enter amounts paid into tax-sheltered or deferred annuities (whether paid directly or withheld from earnings), including—but not limited to—amounts reported on the W-2 Form, in Boxes 12a through 12d, codes D, E, F, G, H, and S. You must include untaxed portions of 401(k) and 403(b) plans. Note that **employer contributions to tax- deferred pension and savings plans should not be reported** on the Dream Act Application as an untaxed benefit.
- b. IRA and other plans.** Enter the amount of IRA deductions and payments to self-employed Simplified Employee Pension (SEP), Savings Incentive Match Plan for Employees (SIMPLE) and Keogh and other qualified plans. These plan payments can be found on IRS 1040—total of lines 28 + 32 or 1040A—line 17.
- c. Child support received.** Enter the amount of child support you received for any children during 2011. Do not include foster care or adoption payments.
- d. Tax-exempt interest income.** Enter the total amount of tax-exempt interest income you (and your spouse) earned in 2011, as reported on Form 1040—line 8b or 1040A—line 8b.
- e. Untaxed portions of IRA distributions.** Enter the untaxed portions of your IRA distributions. This amount can be calculated from IRS Form 1040 (line 15a minus 15b) or 1040A (line 11a minus 11b). Exclude rollovers. If the result is a negative number, enter a zero here.
- f. Untaxed portions of pensions.** Enter the untaxed portions of your pension distributions. This amount can be calculated from IRS Form 1040 (line 16a minus 16b) or 1040A (line 12a minus 12b). Exclude rollovers. If the result is a negative number, enter a zero here.
- g. Housing, food, and other living allowances.** Enter the amount of housing, food and other living allowances provided to you or your spouse. These allowances must be reported when they are part of a compensation package that some people, particularly clergy and military personnel, receive for their jobs. Include cash payments and cash value of benefits. If you received free room and board for a job that was not awarded as federal or state student aid, you must report the value of the room and board as untaxed income. (This category, “housing allowances,” excludes rent subsidies for low-income housing.)
- h. Veterans' non-education benefits.** Enter the total amount of veterans' **noneducation** benefits you received. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC), and/or VA Educational Work- Study allowances.

Completing the California Dream Act Application 2012-13

- i. **Other untaxed income and benefits.** Enter untaxed income or benefits not reported in items 44a through 44h, such as worker's compensation or disability benefits, interest income on educational IRAs, untaxed portions of railroad retirement benefits, black lung benefits, the untaxed portion of capital gains, and foreign income that wasn't taxed by any government. Also include the first-time home buyer tax credit from IRS Form 1040—line 67.

Don't include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (for example, cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

- j. **Money received.** Enter the amount of any cash support you received from a friend or relative (other than your parents, if you are a dependent student). Cash support includes payments made on your behalf. For instance, if your aunt pays your rent or utility bill that you would otherwise be obligated to pay yourself, you must report those payments here.

Certain income and benefits should **not** be reported in Questions 43 and 44:

- **Student financial aid.** Student aid received is already taken into account when a school packages your aid. However, work-study earnings must be reported as taxed income in the income questions of the Student's Income and Assets section.
- **Food stamps and other programs.** Benefits received from federal, state, or local governments from the following programs are not counted as untaxed income: Supplemental Nutrition Assistance Program (SNAP) (formerly the Food Stamp Program); Special Supplemental Nutrition Program for Women, Infants and Children (WIC); Food Distribution Program; Commodity Supplemental Food Program; National School Lunch and School Breakfast Programs; Summer Food Service Program; and Special Milk Program for Children.
- **Dependent Assistance.** You may be eligible to exclude a limited amount of benefits received for dependent care assistance if certain requirements are met. Generally, up to \$5,000 of benefits may be excluded from an employee's gross income, or \$2,500 for a married employee who files a separate return from his or her spouse. This exclusion cannot exceed the employee's (or his or her spouse's) earned income. If you are receiving benefits for your children through the CalWORKs Child Care Program, list that in this question.
- **Per capita payments to Native Americans.** You should not report individual per capita payments received in 2011 from the Per Capita Act or the Distribution of Judgment Funds Act unless any individual payment exceeds \$2,000. Thus, if an individual payment were

Completing the California Dream Act Application 2012-13

\$1,500, you would not report it on your application. However, if a payment were \$2,500, you would report the amount that exceeds \$2,000: \$500.

- **Heating/fuel assistance.** Exclude from consideration as income or resources any payments or allowances received under the Low-Income Home Energy Assistance Program (LIHEAP). (Note: Payments under the LIHEAP are made through state programs that may have different names.)

Questions 45-57 (Dependency questions – All applicants must complete) These questions appear in Step Three of the paper Dream Act Application and will also be displayed online.

Purpose: These questions are used to determine, according to law, whether you are a dependent or an independent student for purposes of calculating an EFC. If you answer “No” to all of these questions, you are a dependent student, even if you do not live with your parents. On a case-by-case basis, a FAA may make an otherwise dependent student independent if he or she can document in the student’s file that the student’s individual circumstances warrant the decision. The reason must relate to that individual student and not to an entire class of students. **The FAA’s decision is final and cannot be appealed to CSAC.**

A dependent student will move on to Questions 58-92, and provide information about his or her parents in the purple areas of the paper Dream Act Application or in the area designated for parental income online. On the 2012-2013 Dream Act Application, an independent student, who answers “Yes” to any one of the dependency questions, skips Questions 58-92 and picks up with Question 93 and continues through to the end of the application. All students must complete the rest of the application from Question 101.a. through the end.

You must answer “Yes” or “No” to each of the following questions:

45. Were you born before January 1, 1989? Note that if you were born on January 1, 1989, you should answer “No.”

46. As of today, are you married? Answer “Yes” if you are married on the date you complete the application. As previously stated under the instructions for Question 16, marital status cannot be projected. “Married” does not mean living together unless your state recognizes your relationship as common-law marriage. Answer “Yes” if you are separated but not divorced.

47. At the beginning of the 2012-2013 school year, will you be working on a master’s or doctorate program (such as an MA, MBA, MD, JD, Ph.D., EdD, graduate certificate, etc.)? You should answer “Yes” if you will be enrolled in a master’s or doctorate program in the initial term you attend in 2012-2013. If you will be finishing your bachelor’s degree in the initial term of the school year and then moving on to a master’s or doctorate you should first answer Question 47 as “No.” Once you have completed the undergraduate degree, this question should be corrected to “Yes” and resubmitted. You should also notify your FAA.

Completing the California Dream Act Application 2012-13

A graduate or professional student is not eligible for a Federal Pell Grant or Federal Supplemental Educational Opportunity Grant or California Cal Grants. Therefore, if you incorrectly report that you are a graduate or professional student, you will need to correct this answer to receive consideration for any of the grants reserved for undergraduate students.

48. Are you currently serving on active duty in the U.S. Armed Forces for purposes other than training? Answer “Yes” if you are currently serving in the U.S. Armed Forces or are a National Guard or Reserve enlistee who is on active duty for other than state or training purposes. Answer “No” if you are a National Guard or Reserve enlistee who is on active duty for state or training purposes.

49. Are you a veteran of the U.S. Armed Forces? You should answer “Yes” if

- You have engaged in active duty in the U.S. Armed Forces (Army, Navy, Air Force, Marine Corps, or Coast Guard), or you were a member of the National Guard or Reserve who was called to active duty for purposes other than state or training purposes, or you were a cadet or midshipman at one of the service academies, and
- You were released under a condition other than dishonorable. Box 24 of the DD214 indicates the “Character of Service.” If anything other than “dishonorable” appears in that box, you should answer “Yes” to this question, as long as you were called to active service. There is no minimum amount of time the student has to have served to be considered a veteran for student aid purposes, but it does have to be considered “active service.” If “dishonorable” appears in box 24, you must answer “No” to Question 49.

You should also answer “Yes” if you are not a veteran now but will be one by June 30, 2013.

You should answer “No” (you are not a veteran) if

- you have never engaged in active duty in the U.S. Armed Forces,
- you are currently an ROTC student or a cadet or midshipman at a service academy, or
- you are a National Guard or Reserve enlistee activated only for training purposes.

Note that if you are currently serving in the U.S. Armed Forces and will continue to serve through June 30, 2013, you should answer “No” to this particular question.

50. Do you have children who receive more than half of their support from you between July 1, 2012 and June 30, 2013? “Support” includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of school costs. An applicant whose unborn child will be born before the end of the award year (June 30, 2013) may answer “Yes” if the child will receive more than half of his or her support from you throughout the

Completing the California Dream Act Application 2012-13

award year. Note that the support is the issue here; it does not matter whether the child lives with you or not.

51. Do you have dependents (other than your children or spouse) who live with you and who receive more than half of their support from you, now and through June 30, 2013? Again, the Dream Act Application is asking about “support” that includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of school costs. In this question, the people supported must live with you throughout the award year.

52. At any time since you turned age 13, were both your parents deceased, were you in foster care, or were you a dependent or ward of the court? You should answer “Yes” if you had no living parent (biological or adoptive) at any time since you turned age 13 or older, even if you are now adopted.

Answer “Yes” if you were in foster care at any time since you turned age 13, even if you are no longer in foster care as of today.

Answer “Yes” if you were a dependent or ward of the court at any time since you turned age 13, even if you are no longer a dependent or ward of the court as of today.

Note that the financial aid administrator at your school may require you to provide proof that you were in foster care or were a dependent/ward of the court.

53. Are you or were you an emancipated minor as determined by a court in your state of legal residence?

Answer “Yes” if you can provide a copy of a court’s decision that as of today you are an emancipated minor. Answer “Yes” if you can provide a copy of a court’s decision that you were an emancipated minor immediately before you reached the age of being an adult in your state. The court must be located in your state of residence at the time the court’s decision was issued.

Answer “No” if you are still a minor and the court decision is no longer in effect or the court decision was not in effect at the time you became an adult.

Note that the financial aid administrator at your college may require you to provide proof that you were an emancipated minor.

54. Are you or were you in legal guardianship as determined by a court in your state of legal residence?

Answer “Yes” if you can provide a copy of a court’s decision that as of today you are in legal guardianship. Also answer “Yes” if you can provide a copy of a court’s decision that you were in a legal guardianship immediately before you reached the age of being an adult in your state. The court must be located in your state of legal residence at the time the court’s decision was issued.

Completing the California Dream Act Application 2012-13

Answer “No” if you are still a minor and the court decision is no longer in effect or the court decision was not in effect at the time you became an adult.

55. At any time on or after July 1, 2011, did your high school or school district homeless liaison determine that you were an unaccompanied youth who was homeless?

56. At any time on or after July 1, 2011, did the director of an emergency shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development determine that you were an unaccompanied youth who was homeless?

57. At any time on or after July 1, 2011, did the director of a runaway or homeless youth basic center or transitional living program determine that you were an unaccompanied youth who was homeless or was self-supporting and at risk of being homeless?

For Questions 55-57, answer “Yes” if you received a determination at any time on or after July 1, 2011, that you were an unaccompanied youth who was homeless, or for question 57, at risk of being homeless. Note that the financial aid administrator at your college may require you to provide a copy of the determination if you answered “Yes” to Question 55, 56, or 57.

You may be considered an unaccompanied homeless youth or be a youth who was self-supporting and at risk of being homeless even though you do not have a determination from the district liaison or the director of the programs cited in these questions. These officials only make these determinations if you are in high school or are receiving their services. If you are not in high school or receiving the services of these programs, your financial aid office can determine whether you should be considered an unaccompanied homeless youth or an unaccompanied youth who is self-supporting and at risk of being homeless.

You should contact your financial aid office for assistance if you do not have a determination but believe you are an unaccompanied youth who is homeless or you believe you are an unaccompanied youth providing for your own living expenses who is at risk of being homeless. If you are older than 21 but not yet 24, you should also contact your financial aid office if you are homeless or are self-supporting at risk of being homeless. Note that if you answer “Yes” to any of the previous three questions (55, 56, or 57), the financial aid administrator at your college may require you to provide proof of your status.

Answer “No” if you are not homeless, or at risk of being homeless, or do not have a determination from a district liaison, director of a cited program, or your financial aid administrator.

Homeless means lacking fixed, regular, and adequate housing. You may be considered homeless if you are living in shelters, parks, motels, or cars, or are temporarily living with other people because you have no place else to go. If you are living in any of these situations and fleeing an abusive parent, you may be considered homeless even if your parent would provide support and a place to live.

Completing the California Dream Act Application 2012-13

Unaccompanied means you are not living in the physical custody of your parent or guardian.

Youth means you are 21 years of age or younger or you are still enrolled in high school as of the day you sign this application.

If you answered “Yes” to any of the questions 45-57, you should now skip to Question 93. If you answered “No” to every one of these questions, continue with Question 58. If you are a health professions student, your school may require you to complete Questions 58-92 even if you answered “Yes” to any of the dependency questions.

Questions 58-92 (Dependent applicants must complete)

Purpose: Your parents must provide financial information for Questions 58-92 if you are a dependent student (i.e., if you answered “No” to every question from 45-57). The EFC calculation, determined by congressional formula, uses information from this part to determine what portion of your parents’ income and assets should be available to contribute to your educational cost of attendance.

Who is considered a parent?

The term “parent” is not restricted to biological parents. There are instances (such as when a grandparent legally adopts the applicant) in which a person other than a biological parent is treated as a parent, and in these instances, the parental questions on the application must be answered, since they apply to such an individual (or individuals).

If your parents are both living and married to each other, answer the questions about both of them.

If your parents are living together and have not been formally married but meet the criteria in their state for a common-law marriage, they should report their status as married on the application. If the state does not consider their situation to be a common-law marriage, then you should follow the rules for divorced parents. Check with the appropriate state agency concerning the definition of a common-law marriage.

A foster parent, legal guardian, or a grandparent or other relative is not treated as a parent for purposes of filing a Dream Act Application unless that person has legally adopted the applicant. An adoptive parent is treated in the same manner as a biological parent on the Dream Act Application.

If one, but not both, of your parents has died, you should answer the parental questions about the surviving parent. Do not report any financial information for the deceased parent on the Dream Act Application. If the surviving parent dies after the Dream Act Application has been filed, you must submit a correction to Question 52, thus updating your dependency status to independent, and correct all other information as appropriate (for example, you will no longer fill out Questions 58-92). If the surviving parent is remarried as of the date you

Completing the California Dream Act Application 2012-13

complete the Dream Act Application, answer the questions about both that parent and the person he or she married (your stepparent).

If your parents are divorced (or separated—see below for more information), answer the questions about the parent you lived with more during the 12 months preceding the date you complete the Dream Act Application. If you did not live with one parent more than the other, give answers about the parent who provided more financial support during the 12 months preceding the date you complete the Dream Act Application, or during the most recent year that you actually received support from a parent. If this parent has remarried as of the date you fill out the Dream Act Application, answer the questions on the remaining sections of the Dream Act Application about that parent and the person he or she married (your stepparent).

If your parents are **legally separated**, the same rules that would apply for a divorced couple are used to determine which parent's information must be reported. A couple doesn't have to be legally separated in order to be considered separated for purposes of the Dream Act Application. The couple may consider themselves informally separated when one of the partners has permanently left the household. If the partners live together, they can't be considered informally separated.

A stepparent is treated in the same manner as a biological parent if the stepparent is married, as of the date of application, to the biological parent whose information will be reported on the Dream Act Application, or if the stepparent has legally adopted you. There are no exceptions. Prenuptial agreements do not exempt the stepparent from providing required data on the Dream Act Application. Note that the stepparent's income information for the entire year prior to application (2011) must be reported even if your parent and stepparent were not married until after the start of 2011, but were married prior to the date the Dream Act Application was completed.

Questions 58-78

58. Parents' marital status as of today. Enter your parents' marital status as of the date the application is completed.

59. Month and year your parents were married, separated, divorced or widowed.
Enter the month and year that your parents attained the status you provided in Question 58.

60. Father's/stepfather's Social Security number. Enter your father's or stepfather's Social Security number (SSN) (that is, enter the information for the same person whose financial information you are reporting). All dependent applicants must provide the Social Security number of the parent providing financial data on the application, if they have one. If your father doesn't have a Social Security number, enter 000000000.

61-63. Father's/stepfather's last name, first initial, and date of birth. Enter your father's or stepfather's last name, first initial, and date of birth (that is, enter the information for the same person (in Question 60) whose financial information you are reporting). Use the name found on his Social Security card. Your father's or stepfather's SSN, last name and first initial on the

Completing the California Dream Act Application 2012-13

application must match the number and name on his Social Security card. For information on how to update or correct the name on his Social Security card, he can call the Social Security Administration (SSA) at 1-800-772-1213 or go to the SSA's website at www.ssa.gov.

64. Mother's/stepmother's Social Security number. Enter your mother's or stepmother's Social Security number (SSN) (that is, enter the information for the same person whose financial information you are reporting). All dependent applicants must provide the Social Security number of the parent providing financial data on the application, if they have one. If your mother doesn't have a Social Security number, enter 000000000.

65-67. Mother's/stepmother's last name, first initial, and date of birth. Enter your mother's or stepmother's last name, first initial, and date of birth (that is, enter the information for the same person (in Question 64) whose financial information you are reporting). Use the name found on her Social Security card. Your mother's or stepmother's SSN, last name, and first initial on the application must match the number and name on her Social Security card. For information on how to update or correct the name on her Social Security card, she can call the SSA at 1-800-772-1213 or go to their website at www.ssa.gov.

68. Your parents' e-mail address. Enter your parents' e-mail address if you want your parents to receive communications about your Dream Act Application electronically. For example, your parents will receive an e-mail notification when your Dream Act Application has been processed. The e-mail address will also be shared with your state and the colleges listed on your Dream Act Application.

69. State of legal residence. Indicate the two-letter abbreviation for your parents' current state of residence. Your parents' residence is their true, fixed, and permanent home. If your parents are separated or divorced, use the state of legal residence for the parent whose information is reported on the form. Use the [State Abbreviations](#) list to provide the abbreviation for your parents' state of legal residence. If your parents live in a foreign country, enter "FC" in the state abbreviation space.

70. Resident before January 1, 2007. Select "Yes" if your parents became residents of their state before January 1, 2007 or "No" if your parents became residents of their state on or after January 1, 2007. States have varying criteria for determining whether you are a resident for purposes of **state** financial aid. However, if you established a true, fixed, and permanent home in any state more than four years ago, you will meet the state's criteria.

71. Date (month and year) of legal residence. If your parents did not become legal residents of their state before January 1, 2007, provide the month and year legal residency began for the parent who has lived in the state the longest.

72. Number in parents' household. Enter the number of family members in your parents' household.

Completing the California Dream Act Application 2012-13

The following persons are included in your parents' household size:

- **You** (the student), even if you do not live with your parents.
- **Your parents** (the ones whose information is reported on the Dream Act Application).
- **Your parents' other children**, if your parents will provide more than half of their support from July 1, 2012 through June 30, 2013 or if the other children could answer "No" to every question in Questions 45-57.
- **Your parents' unborn child**, if that child will be born before July 1, 2013 and your parents will provide more than half of the child's support from the projected date of birth through the end of the 2012-2013 award year (June 30, 2013). (If there is a medical determination of a multiple birth, then all expected children can be included.)
- **Other people** (including your children and/or **your** unborn child due before July 1, 2013), if they live with and receive more than half of their support from your parents at the time of application and will continue to receive that support from July 1, 2012 through June 30, 2013.

To determine whether to include children in the household size, the "support" test is used (rather than a residency requirement) because there may be situations in which a parent supports a child who does not live with the parent, especially in cases where the parent is divorced or separated. In such cases, the parent who provides more than half of the child's support may claim the child in his or her household size. It does not matter which parent claims the child as a dependent for tax purposes. If your parent receives benefits (such as Social Security or Temporary Assistance for Needy Families (TANF or CalWORKS in California) payments in the child's name, these benefits must be counted as parental support to the child.

Support includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of school costs.

73. Number of college students in parents' household. Enter the number of people from the parents' household (in question 72) who are or will be enrolled in a postsecondary school in 2012-2013. Count yourself as a college student. Include others only if they will be attending at least half time in an approved program during 2012-2013 that leads to a degree or certificate at a postsecondary school eligible to participate in any of the federal student aid programs.

Do not include your parents. Also do not include a student at a U.S. military academy because the family is not expected to contribute to that student's postsecondary educational cost at the academy.

74-78. Benefits your parents (or anyone in your parents' household) received during 2010 or 2011. If your parents (or anyone in your parents' household) received benefits from any of the federal benefits programs shown in the boxes below, they should fill in the circles

Completing the California Dream Act Application 2012-13

to the corresponding questions on the paper form or use the corresponding drop-down menus online. Use the instructions for Question 72 to identify who is included in your parents' household. Answering these questions will not reduce your, your parents, or anyone in your parents' household's eligibility for student aid or eligibility for these federal benefits.

Question:	Benefit:
74	Supplemental Security Income (SSI)
75	Supplemental Nutrition Assistance Program (SNAP) (Formerly the Food Stamp Program)
76	Free or Reduced Price School Lunch
77	Temporary Assistance for Needy Families (TANF or CalWORKS in California)
78	Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

Instructions for Questions 79-90 (How to complete the income tax section)

Questions related to specific income tax answers should be completed only if a tax return was filed. Otherwise, leave the questions blank. If your parents will be filing taxes, it is best to use a completed 2011 income tax return to fill out this application. However, if your parents do not have a completed income tax return, they should calculate their adjusted gross income (AGI) and taxes paid using the applicable IRS instructions. The instructions and the appropriate tax form can be obtained at a public library or downloaded in Portable Document Format (PDF) from www.irs.gov/formspubs/index.html.

When your application is compared with the tax return actually filed, the financial information must agree. If there are differences, you should correct the information.

Even if your parents **are not required to file a 2011 income tax return**, they will need to calculate their earnings for the year. Use W-2 forms and other records to answer the questions in this section.

If an answer is zero or a question does not apply to your parents, enter 0 (zero). Do not leave any of these questions blank.

For the 2012-13 Dream Act Application, your parents will use 2011 year income and tax information to answer the income tax questions. The income tax questions give 2011 Internal Revenue Service (IRS) tax form line references.

Use the information from one of the following 2011 income tax forms to complete the Dream Act Application in the same manner as U.S. tax information: the income tax return required by Puerto Rico, Guam, American Samoa, the U.S. Virgin Islands, Swain's Island, or the Northern Marianas Islands or one of the Freely Associated States (the Republic of the Marshall Islands, the Federated States of Micronesia, or the Republic of Palau). The amounts on these returns are already reported in U.S. dollars.

Completing the California Dream Act Application 2012-13

Foreign income

Income earned in a foreign country is treated in the same way as income earned in the U.S. Convert all figures to U.S. dollars, using the exchange rate in effect on the day you complete the Dream Act Application. Your parents can find information on current exchange rates at www.federalreserve.gov/releases/h10/current.

Your parents should also include the value of any taxes paid to the foreign government in the "U.S. income tax paid" line item. (If the income earned in the foreign country was not taxed by the central government of that country and was not subject to the foreign income exclusion based on filing an IRS Form 2555 or 2555EZ, the income should be reported as untaxed income in Question 92(i).

In many cases, if your parents file a return with the IRS for a year in which foreign income was earned, a portion of the foreign income can be excluded on IRS Form 2555 for U.S. tax purposes. The figure reported on line 45 of Form 2555 (or line 18 of Form 2555EZ) should not be reported in Question 92(i).

Questions 79-90

79. Filing return. Indicate whether your parents have already completed, are going to complete but have not yet, or will not file a tax return for 2011.

80. Type of return filed. Indicate which tax form your parents filed or will file for 2011.

81. Eligible to file a 1040A or 1040EZ. Indicate your parents' eligibility to file one of these forms (even if they filed or will fill a 2011 IRS Form 1040).

Answer "Yes" if your parents

- make less than \$100,000,
- do not itemize deductions,
- do not receive income from their own business or farm, and
- do not receive alimony.

Also answer "Yes" if they

- filed a 1040 only to claim American Opportunity, Hope, or Lifetime Learning credits and you would have otherwise been eligible to file a 1040A or 1040EZ, or
- filed a 1040 and were not required to file a tax return.

Answer "No" if they

Completing the California Dream Act Application 2012-13

- itemize deductions,
- are self-employed,
- receive alimony, or
- are required to file Schedule D for capital gains.

82. Dislocated Worker. As of today is either of your parents a dislocated worker? In general, a person may be considered a dislocated worker if he or she

- is receiving unemployment benefits due to being laid off or losing a job and is unlikely to return to a previous occupation;
- has been laid off or received a lay-off notice from a job;
- was self-employed but is now unemployed due to economic conditions or natural disaster; or
- is a displaced homemaker. A displaced homemaker is generally a person who previously provided unpaid services to the family (for example, a stay-at-home mom or dad), is no longer supported by the husband or wife, is unemployed or underemployed, and is having trouble finding or upgrading employment.

If a person quits work, generally they are not considered a dislocated worker even if, for example, the person is receiving unemployment benefits.

Answer “Yes” to Question 82 if your parent is a dislocated worker. Answer “No” to Question 82 if your parent is not a dislocated worker.

Answer “Don’t know” to Question 82 if you are not sure whether your parent is a dislocated worker.

You can contact your financial aid office for assistance in answering this question. Note that the financial aid administrator at your school may require you to provide proof that your parent is a dislocated worker if you answered “Yes” to Question 82.

83. Adjusted Gross Income. If your parents will be filing taxes, enter your parents’ adjusted gross income (AGI) for 2011. AGI is found on IRS 1040—line 37; 1040A—line 21; or 1040EZ—line 4. If your parents have not completed a 2011 tax form, they should calculate their AGI using the instructions for the applicable IRS form. They can get the instructions and the form at a public library or download them in Portable Document Format (PDF) from www.irs.gov/formspubs/index.html.

Completing the California Dream Act Application 2012-13

If your parents will not be filing a tax return, skip this question and questions 84 and 85.

Note that AGI includes more than just wages earned; for example, it also includes interest, dividends, alimony, taxable portions of Social Security, and business income.

84. Income tax. Enter the amount of income taxes your parents paid in 2011 from IRS 1040—line 55; 1040A—line 35; or 1040EZ—line 10. They should not copy the amount of federal income tax withheld from a W-2 Form. If they did not pay any income tax for 2011, they should enter zero (0).

85. Exemptions. Enter your parents' exemptions for 2011. Exemptions are on IRS Form 1040—line 6d or 1040A—line 6d. If your parents checked the "You" or "Spouse" box on 1040EZ—line 5, they should use 1040EZ worksheet line F to determine the number of exemptions (\$3,700 equals one exemption). If your parents didn't check either box on line 5, they should enter **"01"** if single or **"02"** if married.

If your parent is divorced, separated or widowed, but he or she has filed or will file a joint tax return for 2011, he or she should give only his or her portion of the exemptions.

86. Father's/stepfather's income earned from working. Enter your father's/stepfather's 2011 income earned from work (wages, salaries, tips). The amount reported here will receive certain income allowances (deductions) from the income for necessary expenses (such as taxes and basic living costs).

87. Mother's/stepmother's income earned from working. Enter your mother's/stepmother's 2011 income earned from work (wages, salaries, tips). The amount reported here will receive certain income allowances (deductions) from the income for necessary expenses (such as taxes and basic living costs).

If your parents filed (or will file) a 2011 tax return, each should include only his or her share from IRS Form 1040—lines 7 + 12 + 18 + Box 14 of IRS Schedule K-1 (Form 1065); 1040A—line 7; 1040EZ—line 1. Even if your parents filed a joint return, they should report their earnings **separately** in Questions 86 and 87.

If your parents filed a tax return using other than an IRS form, such as a foreign or Puerto Rican tax form, they should report on the Dream Act Application the amounts (converted to U.S. dollars) from the lines of the non-IRS form that correspond most closely to those on the IRS forms.

If your parents did not file a tax return, they should report their earnings from work in 2011. They can find this information on their W-2 form(s).

Questions 88-90

Parent Asset Information Instructions

Completing the California Dream Act Application 2012-13

An asset is defined as property that has an exchange value. The purpose of collecting asset information is to determine whether your family's assets are substantial enough to support a contribution toward your cost of attendance (COA). Only the net asset value is counted in the need analysis. To determine the net value of any asset, you first determine the market value of the asset and reduce the value by the amount of debt against that asset. The result is the net value of the asset.

Ownership of an asset

Ownership of an asset may be divided or contested in several situations:

- **Part ownership of asset.** If your parents own an asset with others and therefore only own a portion or percentage of the asset, they should report the net asset value that represents only their share of the asset owned. They would determine the current market value of the asset, reduce the value by any outstanding debt, and then multiply the net asset value by their ownership percentage. This result is then reported on the Dream Act Application.
- **Contested ownership.** An asset should not be reported if its ownership is being legally contested. For instance, if your parents are separated and they may not sell or borrow against jointly owned property that is being contested, the Dream Act Application information they report would not list any value for the property or any debts against it. If ownership of the asset is resolved after the initial application is filed, they may not update this information. However, if ownership of the property is not being contested, they would report the property as an asset.
- **Lien against asset.** If there is a lien or imminent foreclosure against an asset, the asset would still be reported on the Dream Act Application until the party holding the lien or making the foreclosure completes legal action to take possession of the asset. If the status of the property changes after the application is filed, you may not update the asset information.

Assets that are not reported

Below are examples of assets that are not reported:

- **Principal place of residence/family farm.** Your parents' principal place of residence is not reported as an asset. Neither is their family farm if the farm is their principal place of residence and they "materially participated in the farm's operation."
- **A small business with 100 or fewer employees.** If your family owns and controls more than 50 percent of a small business that has 100 or fewer full-time or full-time equivalent employees, do not report the net value of the business as an asset. For small business value, your family includes (1) persons directly related to you, such as a

Completing the California Dream Act Application 2012-13

parent, sister or cousin, or (2) persons who are or were related to you by marriage, such as a spouse, stepparent, or sister-in-law.

- **Personal possessions.** Do not report possessions such as a car, a stereo, clothes or furniture. By the same token, personal debts such as credit card debt cannot be reported.
- **Pensions and Whole Life Insurance.** The cash value or built-up equity of a life insurance policy (often referred to as a whole-life policy) isn't reported as an asset. The income distributed to the beneficiary must be reported as **income**.
- **Excluded Assets From Native American Students.** Do not report any property received under the Per Capita Act or the Distribution of Judgment Funds Act (25 United States Code [USC] 1401, et seq.), the Alaska Native Claims Settlement Act (43 USC 1601, et seq.), or the Maine Indian Claims Settlement Act (25 USC 1721, et seq.).

Investments

Rental properties. Generally, rental properties must be reported as investment assets rather than as business assets. To be reported as a business, a rental property would have to be part of a formally recognized business. (Usually such a business would provide additional services, such as regular cleaning, linen, or maid service.)

"Take-back" mortgages. In a "take-back" mortgage, the seller takes back a portion of the mortgage from the buyer and arranges for the buyer to repay that portion of the mortgage to the seller. For IRS purposes, the seller must report the interest portion of any payments received from the buyer on Schedule B of IRS Form 1040. If an amount is reported on Schedule B, the family should report the outstanding balance of the remaining mortgage on the Dream Act Application as an investment asset.

Trust funds. If trust funds are in your parents' names, they should be reported as their asset on the application. In the case of divorce or separation, where the trust is owned jointly and ownership is not being contested, the property and the debt are equally divided between the owners for reporting purposes, unless the terms of the trust specify some other method of division.

How the trust must be reported varies according to whether your parents receive or will receive the interest income, the trust principal or both. If your parents receive only interest from the trust, any interest received in the base year must be reported as income. Even if interest accumulates in the trust and is not paid out during the year, if your parents will receive the interest, they must report an asset value for the interest they will receive in the future. The trust officer can usually calculate the present value of interest they will receive while the trust exists. This value represents the amount a third person would be willing to pay to receive the interest income your parents will receive from the trust in the future.

Completing the California Dream Act Application 2012-13

The present value of the principal is the amount a third person would pay at present for the right to receive the principal when the trust ends (basically, the amount that one would have to deposit now to receive the amount of the principal when the trust ends, including the accumulated interest). Again, the trust officer can calculate present value.

As a general rule, your parents must report the present value of the trust as an asset, even if their access to the trust is restricted as beneficiary/beneficiaries. If the creator of a trust has voluntarily placed restrictions on the use of the trust, then they should report the trust in the same manner as if there were no restrictions. However, if a trust has been restricted by court order, they should not report it as an asset. An example of such a restricted trust is one set up by court order to pay for future surgery for the victim of a car accident.

Parent Asset Information Questions

88. Total current balance of cash, savings, and checking accounts. Include the balance of your parents' cash, savings, and checking accounts as of the date the Dream Act Application is completed. Do not include student financial aid.

89. Net worth of investments. Net worth means current value minus debt. Investments include real estate such as rental property, land and second or summer homes. Do not include your parents' primary home. Include the value of portions of multifamily dwellings that you own, except that you must exclude the portion of the value of a dwelling that is your parents' principal residence. Investments also include trust funds, Uniform Transfers to Minors Act (UTMA)/Uniform Gifts to Minors Act (UGMA) Custodial Accounts, money market funds, mutual funds, certificates of deposit, stocks, stock options, bonds, other securities, Coverdell savings accounts owned by your parents, 529 college savings plans, the refund value of 529 prepaid tuition plans, installment and land sale contracts (including mortgages held), commodities, etc. Do not include the value of life insurance and retirement plans (401[k] plans, pension funds, annuities, non-Education IRAs, Keogh plans, etc.). Do not include UTMA or UGMA accounts for which your parents are the custodians but not the owners.

Your parents must report in Question 89 all qualified educational benefits or education savings accounts, including Coverdell savings accounts, 529 college savings plans, and the refund value of 529 prepaid tuition plans that they own for any member of the household. This includes accounts owned by the dependent student.

Investment Value – Investment Debt = Net Worth of Investments

If your parents own real estate or investments other than their principal residence, the value equals the amount they are worth today.

Investment debt equals how much your parents owe on real estate and investments other than their principal place of residence. Investment debt means only those debts that are related to the investments.

Completing the California Dream Act Application 2012-13

Subtract the amount of debt on these assets from their value. **Indicate this amount in Question 89 for net worth of investments.**

90. Net worth of business and/or investment farm. Business or farm value includes the current market value of land, buildings, machinery, equipment, inventory, etc. Do not include your parents' primary home. Do not include the net worth of a family owned and controlled small business with not more than 100 full-time or full-time equivalent employees.

Business/Farm Value – Business/Farm Debt = Net Worth of Business/Farm

For business or investment farm value, first figure out how much the business or farm is worth today. An investment farm is a farming business where the parents do not reside on the farm, nor do they materially operate the farm.

Business or investment farm debts are what your parents owe on the business or farm. Include only debts for which the business or farm was used as collateral.

Subtract the amount of debt from the value. **Indicate this amount in Question 90 for net worth of business and/or investment farm.**

To report current market value for a business, your parents must use the amount for which the business could sell as of the date of the application. Also, if your parents are not the sole owners of the business, they should report only their share of its value and debt.

91. Parents' 2011 Additional Financial Information. Enter the combined amounts for your parents.

- a. Education credits.** Enter the total amount of American Opportunity, Hope, or Lifetime Learning credits your parents received from Form 1040—line 49 or 1040A—line 31. The American Opportunity, Hope, or Lifetime Learning tax credits benefit students or parents who pay tuition and related expenses for attendance at least half time in a degree-granting program. These tax credits are subtracted directly from the total federal tax on a tax return. For more information about these tax credits, visit the IRS website at www.irs.gov/pub/irs-pdf/p970.pdf.
- b. Child support payments.** Enter any child support payments paid by your parents because of divorce, separation, or as a result of a legal requirement. Do not include support for children in your parents' household, as reported in the "number in household" question on the Dream Act Application (Question 72). For purposes of the Dream Act Application, a child is a member of your parents' household if your parents provide more than half of the child's support, whether the child lives with your parents or not.
- c. Taxable earnings from need-based employment programs.** Enter your parents' earnings from any need-based work programs including Federal Work-Study and need-based employment portions of fellowships and assistantships.

Completing the California Dream Act Application 2012-13

- d. **Student grants and other awards.** Enter any student grant and scholarship aid reported to the IRS in your parent's AGI. This includes AmeriCorps benefits (awards, living allowances, and interest accrual payments), as well as grant and scholarship portions of fellowships and assistantships.
- e. **Combat Pay or Special Combat Pay.** Enter only the amount of combat pay that was taxable and included in your parent's adjusted gross income. Do not enter untaxed combat pay reported on the W-2 (Box 12, Code Q).
- f. **Earnings from work under a cooperative education program.** Enter here any amounts your parents may have earned from work under a cooperative education program offered by an institution of higher education.

92. Parents' 2011 Untaxed Income. Enter the combined amounts for your parents.

- a. **Payments to tax-deferred pension and savings plans.** Enter amounts your parents paid into tax-sheltered or deferred annuities (whether paid directly or withheld from earnings), including—but not limited to—amounts reported on the W-2 Form, in Boxes 12a through 12d, codes D, E, F, G, H, and S. They must include untaxed portions of 401(k) and 403(b) plans. Note that **employer contributions to tax-deferred pension and savings plans should not be reported** on the Dream Act Application as an untaxed benefit.
- b. **IRA and other plans.** Enter your parents' IRA deductions and payments to self-employed Simplified Employee Pension (SEP), Savings Incentive Match Plan for Employees (SIMPLE) and Keogh and other qualified plans. These plan payments can be found on IRS 1040—total of lines 28 + 32 or 1040A—line 17.
- c. **Child support received.** Enter the amount of child support your parents received for any children during 2011. Do not include foster care or adoption payments.
- d. **Tax-exempt interest income.** Enter the total amount of tax-exempt interest income your parents earned in 2011, as reported on Form 1040—line 8b or 1040A—line 8b.
- e. **Untaxed portions of IRA distributions.** Enter your parents' untaxed portions of IRA distributions. This amount can be calculated from IRS Form 1040 (line 15a minus 15b) or 1040A (line 11a minus 11b). Exclude rollovers. If the result is a negative number, enter a zero here.
- f. **Untaxed portions of pensions.** Enter your parents' untaxed portions of pension distributions. This amount can be calculated from IRS Form 1040 (line 16a minus 16b) or 1040A (line 12a minus 12b). Exclude rollovers. If the result is a negative number, enter a zero here.

Completing the California Dream Act Application 2012-13

- g. Housing, food, and other living allowances.** Enter the amount of housing, food and other living allowances provided to your parents. These allowances must be reported when they are part of a compensation package that some people, particularly clergy and military personnel, receive for their jobs. Include cash payments and cash value of benefits. If your parents received free room and board for a job that was not awarded as federal student aid, they must report the value of the room and board as untaxed income. (This category, “housing allowances,” excludes rent subsidies for low-income housing.)
- h. Veterans’ non-education benefits.** Enter the total amount of veterans’ non-education benefits your parents received. Include Disability, Death Pension, Dependency and Indemnity Compensation (DIC), and/or VA Educational Work Study allowances.
- i. Other untaxed income and benefits.** Enter your parents’ untaxed income or benefits not reported in items 92a through 92h, such as worker’s compensation or disability benefits, interest income on educational IRAs, untaxed portions of railroad retirement benefits, black lung benefits, the untaxed portion of capital gains, and foreign income that wasn’t taxed by any government. Also include the first-time home buyer tax credit from IRS Form 1040—line 67.

For this question do not include any income you listed already and do not include student aid, earned income credit, additional child tax credit, welfare payments, untaxed Social Security benefits, Supplemental Security Income, Workforce Investment Act educational benefits, on-base military housing or a military housing allowance, combat pay, benefits from flexible spending arrangements (for example, cafeteria plans), foreign income exclusion, or credit for federal tax on special fuels.

Certain income and benefits should **not** be reported in Questions 91 and 92:

- **Student financial aid.** Student aid received is already taken into account when a school packages your aid. However, work-study earnings must be reported as taxed income in the income questions of the Student’s Income and Assets section.
- **Food stamps and other programs.** Benefits received from federal, state or local governments from the following programs are not counted as untaxed income:
Special Nutrition Assistance Program (SNAP) (formerly Food Stamps); Special Supplemental Nutrition Program for Women, Infants and Children (WIC); Food Distribution Program; Commodity Supplemental Food Program; National School Lunch and School Breakfast Programs; Summer Food Service Program; and Special Milk Program for Children.
- **Dependent Assistance.** You may be eligible to exclude a limited amount of benefits received for dependent care assistance if certain requirements are met. Generally, up to \$5,000 of benefits may be excluded from an employee’s gross income, or \$2,500 for a

Completing the California Dream Act Application 2012-13

married employee who files a separate return from his or her spouse. This exclusion cannot exceed the employee's (or his or her spouse's) earned income. (Note: Some states provide reimbursement for childcare expenses incurred by welfare recipients through Temporary Assistance for Needy Families (TANF or CalWORKS in California). You must report this on the application because you bill the state for the amount of childcare costs incurred while on welfare and are reimbursed on that basis.)

- **Per capita payments to Native Americans.** You should not report individual per capita payments received in 2011 from the Per Capita Act or the Distribution of Judgment Funds Act unless any individual payment exceeds \$2,000. Thus, if an individual payment were \$1,500, you would not report it on your application. However, if a payment were \$2,500, you would report the amount that exceeds \$2,000: \$500.
- **Heating/fuel assistance.** Exclude from consideration as income or resources any payments or allowances received under the Low-Income Home Energy Assistance Program (LIHEAP). (Note: Payments under the LIHEAP are made through state programs that may have different names.)

Questions 93-100 (Independent Students)

If you answered "Yes" to any of the dependency questions (45-57), you will need to respond to questions 93 to 100.

Purpose: The number of family members you report determines the allowance that will be subtracted from your family's income to provide for basic living expenses when the Department's processor calculates your Expected Family Contribution (EFC). The number of family members in college directly affects your family's ability to contribute to your education costs. Your EFC is divided by the number of family members in college.

93. Number in student's (and spouse's) household. The following persons are included in the household size of an independent student:

- **You**
- **Your spouse**, excluding a spouse not living in the household as a result of death, separation, or divorce
- **Your children**, if they will receive more than half of their support from your household from July 1, 2012 through June 30, 2013
- **Your unborn child**, if that child will be born before July 1, 2013 and your household will provide more than half of the child's support from the projected date of birth through the end of the 2012-13 award year (June 30, 2013). (If there is a medical determination of a multiple birth, then all expected children can be included.)

Completing the California Dream Act Application 2012-13

- **Other people**, if they live with you and will receive more than half of their support from your household for the entire award year (July 1, 2012 through June 30, 2013)

To determine whether to include children in your household size, the “support” test is used (rather than a residency requirement) because there may be situations in which you support a child who does not live with you, especially in cases of divorce or separation. In such cases, the parent who provides more than half of the child’s support may claim the child in his or her household size. It does not matter which parent claims the child as a dependent for tax purposes. If you receive benefits such as Social Security or Temporary Assistance for Needy Families (TANF), which is called CalWORKS in California, in the child’s name, these benefits must be counted as parental support to the child.

Support includes money, gifts, loans, housing, food, clothes, car payments or expenses, medical and dental care, and payment of college costs.

94. Number of college students in household. Enter the number of people from your household (in question 93) who are or will be enrolled in a post secondary school in 2011-12. Count yourself as a college student. Include others only if they will be attending at least half time during 2012-13 in an approved program that leads to a degree or certificate at a postsecondary school eligible to participate in any of the federal student aid programs.

95-99. Benefits you (or your spouse or anyone in your household) received during 2010 or 2011.

If you (or your spouse or anyone in your household from question 93) received benefits from any of the federal benefits programs shown in the boxes below, you should fill in the circles to the corresponding questions on the paper form or use the corresponding drop-down menus online. Use the instructions for Question 93 to identify who is included in your household. Answering these questions will not reduce your who is included in your household. Answering these questions will not reduce your eligibility for student aid. Nor will it reduce your, your spouse’s, or anyone in your household’s eligibility for these federal benefits.

Question:	Benefit:
95	Supplemental Security Income (SSI)
96	Special Nutrition Assistance Program (SNAP) (formerly the Food Stamp Program)
97	Free or Reduced Price School Lunch
98	Temporary Assistance for Needy Families (TANF or CalWORKS in California)
99	Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

Completing the California Dream Act Application 2012-13

100. Dislocated Worker. As of today, are you (or your spouse) a dislocated worker? In

general, a person may be considered a dislocated worker if he or she:

- is receiving unemployment benefits due to being laid off or losing a job and is unlikely to return to a previous occupation;
- has been laid off or received a lay-off notice from a job;
- was self-employed but is now unemployed due to economic conditions or natural disaster; or
- is a displaced homemaker. A displaced homemaker is generally a person who previously provided unpaid services to the family (for example, a stay-at-home mom or dad), is no longer supported by the husband or wife, is unemployed or underemployed, and is having trouble finding or upgrading employment.

If a person quits work, generally he or she is not considered a dislocated worker even if, for example, the person is receiving unemployment benefits.

Answer “Yes” to Question 100 if you or your spouse is a dislocated worker. Answer

“No” to Question 100 if you or your spouse is not a dislocated worker.

Answer “Don’t know” to Question 100 if you are not sure whether you or your spouse is a dislocated worker.

You can contact your financial aid office for assistance in answering this question. Note that the financial aid administrator at your school may require you to provide proof that you or your spouse is a dislocated worker if you answered “Yes” to Question 100.

Questions 101. a-h (College Codes and Housing Plans)

Purpose: This section of the application allows you to list up to four schools on the paper Dream Act Application and up to 10 schools online that you are interested in attending. If you apply using the Dream Act Application, you must list at least one school. The system offers a school code feature if you do not know the school code(s).

Once you have submitted your Dream Act Application you can still open your on-line Dream Act Application and add more schools that you want to receive your information.

If you originally listed the maximum number of schools on the application and then replaced them with new schools by changing your application, only the second set of schools would get data from any corrections. If you made corrections to your Dream Act Application information at

Completing the California Dream Act Application 2012-13

(or after) the time you listed the new schools, only the second set of schools would get the corrected data.

Federal School Code. The U.S. Department of Education uses a number called a Federal School Code for each college that participates in financial aid programs. California also uses these federal school codes on the Dream Act Application. For a school to receive your application data, you must list the school's Federal School Code. These codes are not listed in the Dream Act Application instructions; they are provided in the Federal School Code List that can be found at www.fafsa.gov. At that site, click on "School Code Search." High schools, colleges, and public libraries also have access to the *Federal School Code List*.

The Federal School Code begins with "0" (zero), "G," "B," or "E" and ends in five digits.

The on-line application has a drop-down list of the college codes for which this application can be used. If you cannot get the Federal School Code for the paper application, **indicate clearly the complete name, address, city, and state** of each school you are interested in attending. Your Dream Act Application will be processed faster if you provide the Federal School Code. By answering the questions in the school listing section and signing the Dream Act Application, you give permission to CSAC to provide your application information to the college (s) listed. Schools will use your Dream Act Application information to determine the amount of your financial aid package. You should not indicate the name of a school if you do not want it to receive your information. If you leave these questions blank, CSAC will not be able to forward your application information to any schools.

Housing plans. For each school listed, indicate your housing plans by selecting the pull down menu on the online Dream Act Application or by filling in the circle (on the paper Dream Act Application) corresponding to your housing plans at that school—on campus, with parent, or off campus.

Date and Signatures (Questions 102-103 on the PDF or paper Dream Act Application)

Purpose: This is asking for the date the application was completed (on the paper form), your signature, and your parent's signature if you are a dependent student. The questions are numbered 102-106. If you are completing an online Dream Act Application, you can sign your application electronically using your PIN code. If you choose not to sign electronically, you can print a signature page and, sign, and mail it to CSAC. Dependent students will also need to provide a parent's signature. Parents will need a separate PIN to sign the application. They can either electronically sign the application using their PIN or the student's printed signature page.

Shown below is the numbered order of the questions as they appear on the paper Dream Act Application:

102. Date this form was completed. If you apply on paper, fill in the month and day spaces using 2-digit numbers, for example, "04" for April. Then fill in the appropriate circle for the year. Note that all information you report on the Dream Act Application must be accurate as of the date you complete the form. If you apply online, the date you submit the application will automatically pre-fill this field.

Completing the California Dream Act Application 2012-13

103. Student and parent signatures. The student (and a parent of a dependent student) must either use his or her PIN to provide an electronic signature online or print out, sign and submit a signature page. If applying on the paper Dream Act Application, the student (and a parent of a dependent student) must sign.

If the student submits an application and indicates that he or she will print and mail in a signature page, the application will be held for the proper signature(s). If CSAC does not receive the signature(s), it will reject the application and the student's school will not receive the information. Also, if a student mails in a paper Dream Act Application without the proper signatures, the application will be rejected immediately and the student will receive it back indicating that the proper signatures are missing. Signatures are needed to complete the application process.

You, your parents (for dependent students) certify that all information on the form is correct and that those who signed are willing to provide documents to prove that the information is correct. This information may include U.S. or state income tax forms that you filed or are required to file. You also certify that

- 1) You will use the state student financial aid only to pay the cost of attending an institution of higher education in California and will not receive state aid at more than one school for the same time period
- 2) The information you provided on this application is accurate and correct
- 3) You are not in default on a federal student loan or have made satisfactory arrangements to repay it,
- 4) You do not owe money back on a federal student grant or have made satisfactory arrangements to repay it, and,
- 5) You will notify your college if you default on a federal student loan.

Giving permission to state agencies to obtain income tax information and certifying your application data

By signing this application electronically using your State Personal Identification Number (PIN) or by signing a signature page and mailing it to us, you agree, if asked, to provide information that will verify the accuracy of your completed form. This information may include U.S. or state income tax forms that you filed or are required to file. Also, you certify that you understand that the State of California has the authority to verify information reported on this application with the Internal Revenue Service and other federal agencies.

If you purposely give false or misleading information, you may be fined or sent to prison, or both.

Understanding the proper use of a Password

Your password is used to save your application if you cannot complete it in one sitting and to add schools or change your application information after you submit your application. You

Completing the California Dream Act Application 2012-13

should not share your Password with anyone—even if that person is helping you complete the application. In addition, only the person providing the data should sign the application. Note that if you (or a parent, if you are dependent) sign electronically any document related to the Dream Act Application using a PIN, you certify that you are the person identified by that PIN and have not disclosed that PIN to anyone else. Your PIN is used to log-in to the application after it has been completed. Your parent's PIN is used to sign the application and to resign the application if any changes are made later in the application.

Alternatives to a parental signature

Although parental information must be provided for a dependent student, a high school counselor or a postsecondary school's FAA may sign the application in place of your parents in the following limited cases:

- Your parents are **not** currently in the U.S. and cannot be contacted by normal means.
- Your parents' current address is not known.
- Your parents have been determined physically or mentally incapable of providing a signature.

Your parents' unwillingness to sign the Dream Act Application or provide financial information is not, in and of itself, a reason for the FAA to sign your Dream Act Application in place of them.

If your counselor or FAA signs the paper Dream Act Application in place of your parents, he or she should provide his or her title when signing and briefly state the reason (only one reason is needed) why he or she is signing for your parents. By signing your application, however, your counselor or FAA does not assume any responsibility or liability in this process. If a financial aid office finds any inaccuracies in the information reported, you will have to submit corrections on paper, on the Web or through the financial aid office.

If you complete a Dream Act Application and need a counselor to sign in place of your parent, you will need to print a signature page.

104-106. Preparer's name/Social Security number (SSN)/signature and date. If you or your family paid a fee to someone to fill out your Dream Act Application, or advise you as to how to fill it out, that person must provide his or her Social Security number or Employment Identification Number (EIN) on the online Dream Act Application, or on the paper Dream Act Application. That person must also sign and date the form.